



IDAHO DEPARTMENT OF PARKS & RECREATION

AGENDA

for
April 27-28, 2004
Quarterly Board Meeting

**Idaho Department of Parks and Recreation Headquarters
Boise Idaho**

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A G E N D A
IDAHO DEPARTMENT OF PARKS AND RECREATION
Quarterly Board Meeting
April 27-28, 2004
Three Island State Park Glenns Ferry, Idaho

April 27th

CALL TO ORDER:

1:00 p.m.

WELCOME:

Introduce Guests - Chairman Ernest Lombard

AGENDA:

Additions or deletions to the printed agenda

APPROVAL OF MINUTES:

January 21-22 2004

STAFF PRESENTATIONS TO THE BOARD:

1:15 p.m. Park YTD Attendance Revenue Report

Tammy Kolsky

1:30 p.m. Visitation Review Work Group Update

Tammy Kolsky

1:45 p.m. Reservation System Update *Tammy Kolsky*

2:00 p.m. Development Project Status *Myron Johnson*

2:15 p.m. Compliance Enforcement Training Program
Update *Steve Frost*

2:30 p.m. OHV Initiative Public Input *Frank Achuana,*
PhD

BREAK

2:45 p.m.

ACTION ITEMS:

3:00 p.m. Consent Agenda Items

Approval of Group Use Permits

- Lake Cascade - 4th of July event
- Eagle Island - Eagle Island Experience
- Three Island - Three Island Crossing Re-enactment
- Lucky Peak Sandy Point - Idaho Coalition for Motorcycle Safety
- Old Mission - Historic Skills Fair
- Old Mission - Mountain Man Rendezvous
- Coeur d'Alene Parkway - Ironman Coeur d'Alene Triathlon
- Coeur d'Alene Parkway - NIRRR Coeur d'Alene Marathon
- Billingsley Creek - Farmer's Market

Approval of Large Concessions Leases

- Lucky Peak - Spring Shores Marina
- Ponderosa - North Beach Canoe Rentals
- Harriman State Park - Horse Concession Agreement
- Heyburn - Bicycles
- Heyburn - Firewood
- Hells Gate - Washers and Dryers
- Priest Lake - Washers and Dryers

3:15 p.m. Quarterly Financial Report *Jane Wright*

3:45 p.m. Heyburn State Park Fee Implementation
David White

4:00 p.m. Nomination of Coeur d'Alene Trail
Commission Member at Large

David White

	4:15 p.m.	Bayhorse Acquisition	<i>Myron Johnson</i>
	4:30 p.m.	IDAPA Rules Proposal	<i>Dean Sangrey</i>
	4:45 p.m.	Park Specific Fees	<i>Dean Sangrey</i>
	5:00 p.m.		
RECESS APRIL 28th	11:00 a.m.	Outdoor Education Workshop	
	Noon	Lunch at Three Island State Park	
<u>CALL TO ORDER:</u>	1:30 p.m.		
<u>PUBLIC FORUM</u>	1:33 p.m.	Open time for guests to address the Board on Staff Presentations or Action Items (5 minutes maximum per person)	
<u>ACTION ITEMS CON'T:</u>	2:00 p.m.	Board Policy Review-Personnel	<i>Garth Taylor</i>
	2:15 p.m.	FY '05 Grant Requests	<i>Brian Miller</i>
		<ul style="list-style-type: none"> • Recreational Vehicle Fund • Off-Road Motor Vehicle Fund • Recreational Trails Program • Waterways Improvement Fund • Land and Water Conservation Fund 	
BREAK	3:15 p.m.		
	3:30 p.m.	Boat Safety Allocations	<i>Chuck Wells</i>
ATTORNEY GENERAL'S REPORT	3:45 p.m.		
DIRECTOR'S REPORT	4:00 p.m.		
EXECUTIVE SESSION	4:30 p.m.		
ADJOURNMENT	5:00 p.m.		

THE BOARD

MISSION: To promote the general welfare and enhance the quality of life for present and future generations by developing and protecting, where needed, the state's significant natural and cultural heritage. To promote the appropriate use of recreation as a means of enriching society and the wholesome enjoyment of life. To provide a balance between individual rights and what is best for the common good. To educate and lead people to a part of the natural world. To touch the lives of all Idahoans in some positive way. To work with other agencies and groups who are interested in the goals we may have in common. To maintain close contact with constituent concerns and represent their needs to the department. To be visionary in providing policy, direction, and leadership to staff. To advocate adequate funding for the agency's activities.

- (1) This is the final agenda. Copies of the agenda will be available at the Idaho Department of Parks & Recreation, 5657 Warm Springs Avenue, Boise, Idaho. The agenda can also be found on the Department Website (www.idahoparks.org) If you have questions or would like to arrange auxiliary aids or services for persons with disabilities, please contact the Department Administrator of Management Services at 208-334-4199. Accommodations for auxiliary aids or services must be made no less than five (5) working days in advance of the meeting.
- (2) The Consent Agenda addresses routine items the board may approve without discussion. An item may be moved from this agenda area to another at the request of the Board.
- (3) The Action Items address policy and program items the Board may wish to discuss prior to making a formal recommendation or decision. An item may be moved from this agenda area to another at the request of the Board.
- (4) The Director's Report provides information only. An item may be moved from this agenda area to another at the request of the Board.

☐ IDAPA RULE ☐ IDAPA FEE ☐ BOARD ACTION REQUIRED
☐ BOARD POLICY ☒ INFO ONLY, NO ACTION REQUIRED

AGENDA
Idaho Department of Parks and Recreation Board Meeting
Three Island State Park
Glenns Ferry, ID
April 27-28, 2004

AGENDA ITEM: Park YTD Attendance Revenue Report

ACTION REQUIRED: NO BOARD ACTION REQUIRED

DIRECTOR: Dean Sangrey

PRESENTER: Tammy Kolsky
PRESENTATION

BACKGROUND INFORMATION: This report is provided to keep Board members apprised of current visitation trends and to identify any areas of concern regarding visitor numbers vs. revenue received to date. A report is being compiled and will be presented at the time of the Spring Board meeting and is not included in the standard Board agenda packet.

ACTION ITEM

STAFF RECOMMENDATIONS: This presentation is for informational purposes only. No Board action is necessary.

☐ IDAPA RULE ☐ IDAPA FEE ☐ BOARD ACTION REQUIRED
☒ BOARD POLICY X INFO ONLY, NO ACTION REQUIRED

AGENDA
Idaho Department of Parks and Recreation Board Meeting
Three Island State Park
Glenns Ferry, ID
April 27-28, 2004

AGENDA ITEM: Visitation Statistical Tracking Update

ACTION REQUIRED: NO BOARD ACTION REQUIRED

DIRECTOR: Dean Sangrey

PRESENTER: Tammy Kolsky

PRESENTATION

BACKGROUND INFORMATION: For many years various procedures have been used to track and report visitation numbers. The implementation of new technology has driven the need to re-assess the current process and define the goals and objectives for developing accurate information for the agency with the goal of implementing agency-wide standards.

On September 3rd 2003 a committee was formed for the purpose of addressing the task of standardizing agency visitation data collection and reporting.

Committee work has been focused on standardizing our visitation reporting, agency reporting history and current needs, statistical sources, tools used, and timing of monthly/quarterly reports, what to report and to whom.

While the reservation system software tracks visitation associated with camping. It has been determined that when we attempt to track day-use visitation, administrative adjustments are required. The reservation system software currently tracks data “as entered” for day-use statistics. This issue has led the committee to focus the majority of its attention on the variety of formulas used by parks to calculate their day use visitation numbers. Some park systems incorporate the use of car counters, some don’t. The multipliers used in conjunction with many of the formulas are different, customized for the particular area, user groups, differing seasons, etc.

That individualized approach seems to make sense, although there have not been any standardized procedures or policies put into place for defining what would constitute a formula. It has also been determined that the formulas currently used throughout the

system need to be updated. With that in mind the committee further identified the need for setting statewide standards to which all formulas must adhere.

By establishing statewide elements for what is used in a formula, we are better able to report, as well as address, variances. By establishing statewide elements, parks are better able to develop viable formulas to be used for different seasons. Statewide elements ensure that formulas are not changed on a whim. They further provide the agency a process to validate formulas as trends and numbers change over time.

The following work has been completed in our efforts to meet the goal of standardizing agency visitation reporting:

All parks' current formulas (used for measuring day use visitation) have been collected and placed into one single document.

A decision has been made as to what elements will constitute a formula.

Those elements are:

- Multipliers for the number of people in a vehicle
- Percentages to be applied to extrapolate residency (in-state versus out-of-state)
- One trip for each camper night registered will be deducted from the traffic counter total to account for registered camper trips.

It has further been determined that the best process for managing this data is to have parks send in only the raw data from their traffic counters. Delivery of this data will come in through two channels:

1. The reservation system will be used for all campground parks.
2. An electronic format visitation transmittal form for all non-campground parks.

One person will be responsible for applying the respective park formulas to the raw data.

Surveys are currently being developed to ensure that all park formulas are updated. It is our intent that those surveys will take place on a random basis, twice monthly, in all parks for both the upcoming camping season as well as next winter to measure multiple season usage.

To further ensure accuracy, data has been collected identifying where car counters are currently in use, what types of counters, as well as how traffic trips are measured.

By implementing these processes we hope to be better able to standardize our processes while allowing for location variances.

Ongoing committee work will include finalizing and delivering park surveys, as well as identifying better ways to measure non-motorized visitation.

One final important note regarding day use visitation is that, at best, the numbers should be viewed as trend data that reflect “best guess” estimates and are not actual census numbers.

ACTION ITEM

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☐ IDAPA RULE ☐ IDAPA FEE ☐ BOARD ACTION REQUIRED
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AGENDA
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AGENDA ITEM: Reservation Program Update

ACTION REQUIRED: NO BOARD ACTION REQUIRED

DIRECTOR: Dean Sangrey

PRESENTER: Tammy Kolsky

PRESENTATION

BACKGROUND INFORMATION: Since its inception the reservation system has graduated from a project in implementation to a program in operation. Support procedures, policies, and management practices have all been put in place.

Recent program progress includes:

- setting the system to charge sales tax where applicable
- developed and implemented processes to allow Internet as well as park customers the ability to pre-pay MVEF with their camping fees
- delivered updated training tailored for park system supervisors designed to help park staff better support and manage park level activities
- updated all procedure manuals to include processes developed to address the implementation of sales tax, as well as the addition of MVEF fees to campers
- started central confirmation letter processes allowing the agency to ensure that all customers receive receipt and pertinent information needed prior to arrival
- developed format and delivery processes for reporting from the system.
- added four campgrounds at Lake Cascade to the system.
- delivered to parks better refund management procedures as well as downtime management processes for use in the event it becomes necessary

Ongoing processes include:

- validating queries used to deliver reporting needs
- refining website content and flow where possible within the limitations of the software environment
- new inventory is continually being added to the system, as well as ongoing refinement of processes relating to the integration of Internet bookings

Challenges:

- identifying and providing consistent, reliable customer service as well as operational practices as they relate to the reservation system
- resource management – meeting program demands
- providing expedient support for a network of “mission critical systems” in locations that span the entire state
- managing and delivering timely software issue resolution.
- 2004 brings with it the challenge of introducing a 90-day window and the effect it has had on our customers.

Program statistics for the fiscal year 2004 to date are as follows:

- Number of Advanced Reservations
 - All channels – 15,372
 - By Internet – 4,186
 - By Idaho RV license holders – 1,128
- Walk-in Registrations – 28,071
- Average Stay on Reservation:
 - All channels – 2.8 nights per stay
 - By Internet – 2 nights per stay
 - By Idaho RV license holders – 3 nights per stay

ACTION ITEM

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☐ IDAPA RULE ☐ IDAPA FEE ☐ BOARD ACTION REQUIRED
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AGENDA
Idaho Department of Parks and Recreation Board Meeting
Three Island State Park
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April 27-28, 2004

AGENDA ITEM: Development Project Status

ACTION REQUIRED: NO BOARD ACTION REQUIRED

INTERIM

DIVISION ADMINISTRATOR: Jane Wright

PRESENTER: Myron Johnson

PRESENTATION

BACKGROUND INFORMATION: The current progress chart included in the Board packet has a new format. We have updated the old chart to show when projects are closed and what the total cost was relative to the project budget. We have also added a column that indicates who is assigned to the project and rearranged the projects into the three regions of the state.

Project updates to date are:

North Region Projects

- The Farragut 'Lakeview' campground was discussed at the last Board meeting. A new map of the areas within the park along with a drawing of a new campground is being developed. We anticipate that task will be completed by May 12, 2004.
- Old Mission Visitor's Center renovation is continuing to develop. A site plan is being reviewed currently and plans and specifications will begin once approved by the Department and Idaho Department of Transportation, and the Sacred Encounters Committee representatives.
- Glade Creek Camp Overlook is in development. We were awarded \$20,000 from a National Park Service National Trails Program grant to add to our project. This extra funding will add interpretive panels to the overlook when constructed this summer.
- The Lewis and Clark Discovery Center is approximately 67% complete at this time. We are on target to finish the building in June and the interpretive displays and landscaping by the end of July. A date for the dedication is being set currently.
- Hells Gate Loop "A" irrigation project is complete. We are awaiting a filter to close out that project.

- Hells Gate day use irrigation is under design with bids expected in May and construction to occur in September.

South Region Projects

- Ponderosa Kokanee Cove – Welcome Center design elements are underway. A new consulting team is identifying circulation patterns, where roadways will lead into the park and siting the new Visitor Center within the park. A plan that incorporates the University of Idaho – McCall complex is being studied at this time as well.
- The Lake Cascade Marina Preliminary Engineering Study has begun.
- The HQ – South Region cold storage building construction is in the design phase. Bidding for the project will occur in May with construction to occur over the summer months.
- Bruneau Dunes Observatory Plaza plans are underway to be able to bid the project by the end of April with an award of contract no later than June 10th.

East Region Projects

- Smoky Mountain Campground is under design with a new consulting firm. Currently they are looking at two alternatives for access into the park. Plans and specifications are currently also under way for a summer bid and fall construction start date. We are awaiting approval of LWCF funding for the project.
- Castle Rocks foundation plans were approved by DBS and staff is making plans to move the agencies modular home onto the administrative site this month. The shop is being worked on concurrently.
- Bear Lake East Beach Campground Improvements will be bid by mid April. A contract for construction will be signed by the end of the fiscal year.
- Historic Preservation School plans are in the making. Harriman staff and Development staff are working with the SHPO, University of Oregon and other participating agencies.

ACTION ITEM

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Idaho Dept. of Parks and Recreation
CURRENT ACTIVE DEVELOPMENT PROJECTS

Assigned Staff	Project No.	Project	Design	Bid/Award	Construct	Completed / Canceled	Milestones	Project Budget	Spent to Date	Closed	Project +/-
	REPAIR AND REMODEL PROJECTS										
	STATEWIDE										
JC	310521	State Parks Historical & Cultural Investigations	N/A	N/A	N/A	N/A	* Ongoing; SHPO approval received on all submitted construction projects.	264,200	260,064		
	NORTH REGION										
AB	310113	Priest Lake Lion Head Composter Replacement	X				* Design modifications required to handle high liquid loading. * To be completed over winter 2004.	65,000	43,074		
AB/PW	310123	Priest Lake Indian Creek Paving	X	X	X	X	* Majority of work completed in summer 2002. * CXT did obtain modular pre-built permit for vault toilet so electrical to be completed by May.	397,614	336,615		
JT/AB	310541	Farragut Well House Re-roof	X	X	X	X	* Completed in February 2004.	22,000	21,803	X	197
JT/AB	320301	Hells Gate Loop A Campground Irrigation Upgrade	X	X	X		* Construction 98% complete, awaiting a filter to complete project.	112,400	82,478		
JT	320332	Hells Gate Day Use Irrigation System Replacement	X				* Design in process, 70% complete in working drawings. Bid in May, award for fall construction.	95,000	0		
JT	320541	Winchester Shop Remodel	X				* DPW project. * Consultant preparing cost estimates.	51,450	0		
	SOUTH REGION										
JC/AB	330123	Ponderosa Church Camp Site Clearing	N/A				* Bidding package ready for execution as soon as asbestos survey complete.	100,000	2,500		
JC	330841	HQ Remodel and South Region Construction	X				* DPW project mgt. * Schematic design complete for cold-storage building. Bid in May.	185,000	4,120		
JC	330403	Lucky Peak Sandy Point Well	X			X	* Directed not to proceed with this project.	12,500	0	X	
JC	330411	Lucky Peak Spring Shores Site Work	X				* Finalizing construction documents completed.	152,900	19,478		
JC	330511	Bruneau Dunes Science Center-Phase I	X				* Design complete. Plans/specs. ready to bid. * Fundraising in progress.	500,286	85,628		
JC	330531	Bruneau Dunes Sprinkler System Replacement	X				* Consultant preparing design/construction documents. Ready for bidding in May.	157,000	3,880		
JC	330541	Bruneau Dunes Observatory Plaza	X				* Develop plans and specifications April. Bid in May for summer construction.	100,000	0		
	EAST REGION										
KB/AB	340441	City of Rocks/Castle Rocks Shop Utilities	X	N/A	X		Staff has begun construction of building interior.	25,000	54		
AB	360241	Henrys Lake Road Repairs	X				* Working with ITD, District 6, to piggyback chip seal project on an upcoming SH20 project.	40,000	0		
	CAPITAL PROJECTS										
	STATEWIDE										
JT/AB	300039	Cabins/Yurts Statewide (2003)	X	X	X		* Hells Gate cabins in place and being completed. * Approval for LWCF funding received 2/9/2004.	670,220	634,220		
AB	300042	Statewide Picnic Table & Fire Ring Replacements	N/A	X	X	X	* Materials received and distributed to parks for installation.	60,000	59,803		
AB/MJ	300049	Cabins/Yurts Statewide (2004)	X				* Potential sites determined, funding awaiting decision. Shifted some of this funding to 300039.	40,000	0		
MJ	300048	Statewide Volunteer Site Development	X	N/A			* Construction to begin spring 2004.	60,000	0		
	NORTH REGION										
JT	310141	Priest Lake - Lion Head Site Planning					* SOQ for design will be done in April 2004	50,000	0		
JT	310531	Farragut 'Lakeview' Campground Design	X				* Data collection for new site being developed.	250,000	39,506		
JT	310621	Old Mission Visitor Center Construction	X				* Design program complete. * Design concepts presented to committee/staff.	439,000	25,363		
JT	310841	Heyburn Site Planning and Marina Analysis					* Not yet started.	200,000	0		
AB/PW	320121	McCroskey Water System Installation	X				* Working on design completion for DEQ approval.	50,000	27,084		
JT/AB/PW	320331	Hells Gate Lewis & Clark Discovery Center	X	X	X		* Construction 68% complete. Building finished by June with interpretation and exterior landscape complete by July 30th 2004.	1,026,329	697,904		
JT/AB	320322	Hells Gate Lewis & Clark Exhibits	X				* Under contract. * Completion date: 7/30/04.	935,647	337,666		
JT/AB	320411	Glade Creek Camp	N/A	N/A			* Design underway. NPS Trails Grant received March 2004 for \$20,000 match.	40,000	5,224		
	SOUTH REGION										
AB	330102	Ponderosa North Beach Campground	X	X	X	X	* Campground construction completed in 2002. * Water well completed in 7/03. *Closed.	219,000	183,770	X	35,230
AB	330131	Ponderosa Kokanee Cove Group Camp Design					* New consultants working on schematic design for group campground.	1,400,000	4,593		
JC/AB	330291	Eagle Island Day Use Restroom	X	X	X	X	* Build a new day use restroom unit. * Construction completed in 5/03.	122,336	134,352		-12,015
JC/AB	330413	Lucky Peak Discovery Restroom	X	X	X	X	* DBS approval in 2/03. * Construction completed in 5/03.	101,000	101,000	X	
JC/AB	330421	Lucky Peak Spring Shores Well/Utilities	X				* Currently reviewing water rights issues.	40,000	6,032		
JC/AB	330741	Lake Cascade RMP Improvements (BOR Title 28)	X	N/A			* Projects scoped, construction to be done in-house in spring / summer.	50,000	0		
JC/MJ/AB	330742	Lake Cascade Marina Design	X				* Consultant preparing documents for preliminary study. Completion of study June 15, 2004.	164,400	202		
	EAST REGION										
AB	340111	Malad Gorge Vehicle Storage Building	X				* Moved to another location.	8,318	5,473	X	2,845
AB	340421	City of Rocks Road Improvement	X	X	X	X	* Basic work done by Cassia County and park staff in spring/summer of 2003 to improve access road to Castle Rocks. * Finaling out this project currently 4/04.	100,000	93,201		
KB	340431	Castle Rocks - Smoky Mountain Campground Design	X				* New consultant contracted on 3/30/04.	1,388,950	6,714		
AB/NPS	340491	City of Rocks Domestic Water System Upgrade (DEQ)	X	N/A	N/A		* Equipment purchased and main waterline was installed. * DEQ approval underway.	89,500	52,065		
AB	350131	Massacre Rocks R/R Upgrade in Lower Campground				(X)	* Funding for this project was transferred to the Bear Lake East Beach project.	105,000	0		
KB	350111	Massacre Rocks Water System Upgrade	X	X	X	X	Completed/Closed.	126,000	128,028	X	-2,028
KB/AB	350331	Bear Lake Campground Renovation	X	X			* Bid package is being completed, ready for spring contract to start building.	490,500	52,043		
KB/AB	350333	Bear Lake - North Road Entrance Realignment	X	N/A			* Bear Lake County road crews working on new road base installation as time permits.	6,249	6,249	X	
KB/AB	350341	Bear Lake - North Beach Improvements	X				* Preparing schematic design, ordering CXT restrooms (3 doubles).	50,000	0		
AB	360112	Harriman Domestic Water System Upgrade (DEQ)	X	X	X	X	* Temporary chlorinator system delivered to park in 11/03. * Permanent waterline repair in Silver Lake done in 11/03. * Project Completed. Needs connection for water injector.	10,000	10,162		
KB	360121	Harriman Welcome Center Design					* Awaiting decision to move ahead with planning and design of new Welcome Center.	568,837	2,000		
KB/AB	360212	Henry's Lake Volunteer Sites	X				* Construction of (2) sites in Summer 2004	25,000	0		
AB	360431	Ashton-Tetonia Trail Construction Design	X				* Concept report approved in 9/03. * Environmental submittals to ITD in Sept/Oct 2003. * Preliminary design has started.	488,600	159,155		
AB	360531	Yankee Fork RV Dump Station	X	X	X	X	* Construction completed in 9/03. * Project Completed. Small water system upgrade will happen this spring	132,575	116,568		

☐ IDAPA RULE ☐ IDAPA FEE **BOARD ACTION REQUIRED**
X BOARD POLICY ☒ **INFO ONLY, NO ACTION REQUIRED**

AGENDA
Idaho Park and Recreation Board Meeting
Glenns Ferry ID
April 27 - 28, 2004

AGENDA ITEM: Compliance Enforcement Training Program Update

ACTION REQUIRED: **NO BOARD ACTION REQUIRED**

INTERIM DIRECTOR: Dean Sangrey

PRESENTER: Steve Frost

PRESENTATION

BACKGROUND INFORMATION: The 2002 legislature provided the Department with additional guidance on our enforcement authority. This guidance included the authority to enforce IDAPA rules and specific statutes (infractions only) relevant to Park and Program management of lands that are owned or managed by the Department. Further guidance instructed the Department to seek Peace Officers Standards and Training (POST) Council approval of our training curriculum.

The Department created a Compliance Enforcement Workgroup to design and implement our enforcement program. The team included: Dean Sangrey, Steve Frost, Rick Brown, Karen Sargent and Doug Stephens. The Department received curriculum approval from the POST Council in January and the first class graduated from an 80-hour course on April 8, 2004.

Each graduate received a Compliance Enforcement Authorization card signed by the Director. All Department employees will be expected to educate our visitors on park and program rules, however, only the Compliance Enforcement Officers are authorized to issue citations.

IDPR Compliance Enforcement Policy

The intent of the Idaho Park & Recreation Board is to provide for a safe and enjoyable environment within lands owned or managed by the Department. Rules have been established in order to accomplish this goal. In accordance with IDPR policies and procedures, credentialed staff will conduct compliance enforcement activities in a professional manner.

ACTION ITEM

No action required, informational only.

4/15/2004 7:25 AM

☐ IDAPA RULE ☐ IDAPA FEE ☒ BOARD ACTION REQUIRED
☐ BOARD POLICY ☒ INFO ONLY, NO ACTION REQUIRED

AGENDA

**Idaho Department of Parks and Recreation Board Meeting
Three Island State Park
Glenns Ferry, ID
April 27-28, 2004**

AGENDA ITEM: **OHV Initiative Public Input**

ACTION REQUIRED: **No Action Required**

**INTERIM DIVISION
ADMINISTRATOR:** Chuck Wells

PRESENTER: Francis Achana, PhD

PRESENTATION

BACKGROUND INFORMATION: During the month of March, 2004, the Idaho Department of Parks and Recreation conducted a series of public meetings to surface comments about a range of actions the department could take concerning issues of safety, education, and law enforcement regarding off highway vehicles. Meetings were held in Idaho Falls, Twin Falls, Boise, Coeur d'Alene and Lewiston. Concurrent with this effort, the Outdoor Recreation Data Center conducted a series of focus group sessions with three categories of parties interested in OHV issues, law enforcement and land managers, conservation groups, and OHV users. Those sessions were held, three each, in Idaho Falls Boise, and Coeur d'Alene.

Although the meetings were widely advertised and additional comments were taken by mail, telephone and email, the short timeline of the effort did not allow all those who may have wished to comment an opportunity to do so. The effort was neither all-inclusive nor scientific. It was, rather, a scoping process that helped staff better understand the concerns of interested parties.

Staff is now better prepared to ask appropriate questions about OHV issues on upcoming outdoor recreation surveys, the results of which will be shared with the Board and the general public. Should proposed regulations result from any of those efforts in the future, it will be key to involve interested parties in their development and give the public ample opportunity for additional comment.

It is important to note that questions regarding how the agency might fund solutions to any of the issues were frequently raised.

The following is a brief, issue by issue analysis of focus groups and public meeting comments by program and Data Center staff.

Education

There is broad support for offering some kind of education for OHV riders as a means of improving personal safety and the protection of the resource. Such a course should include skills instruction, safety and land ethics. There were slight variations in preference between wanting the course to be required or simply encouraged. For example, in the focus groups conservationists tended to lean towards requiring it for all users while users would rather have it encouraged. The age at which such a course should be required (if required at all) should be the subject of further study.

Typically, a motorcycle endorsement on a driver's license was not seen as an adequate reason for exemption from the course because the contexts of operation differ, the machines often differ, and the need to get instruction on the land ethic in off-road operations may not be the same for highway operations.

There is broad support for requiring some kind of training certification for those renting OHVs. A video is often mentioned. Requiring each rider to certify that they have participated in the training is widely supported. There was however some concern that the vendors would have a conflict of interest as they may be more motivated by the desire to do more business than the need to weed out poor operators. It was suggested therefore that a third party do the certification after the training, and that the ultimate liability for damages caused by rental vehicles be on vendors.

Sound

There is little enthusiasm for sound restriction legislation except for in some sectors of the conservation community. Establishing a sound limit was not widely opposed by OHV users, but the difficulty in measuring and enforcing such restrictions was often cited. IDPR would likely encounter little opposition to eliminating the 3 db leeway in current rule and setting the upper limit at 96 db. Several participants thought that outlawing modification of stock exhaust systems might be a better approach.

Three Strikes

Very few saw the "three strikes" proposal as viable. Problems with tracking and enforcement were most often cited. There was also the view that judges should have leeway in weighting punishment based on recidivism.

Minimum Age

Establishing a minimum age for riders was mixed. Further research needs to be done on this one.

Helmets

Though enthusiasm for helmet regulations was mixed, Data Center staff believes most would not oppose a law that brings OHV helmet regulations in line with those for road bikes. That is, requiring those under 18 years of age to wear a helmet.

Lights

Very few embraced the idea of requiring lights for nighttime operation. Most found the issue a matter of common sense and thought the proposed regulation was unnecessary.

Standardized Sticker Placement

Requiring standardized placement of registration stickers received some support from some land managers and some conservationists. Many of those participating cited difficulties in defining a standard placement and difficulties of keeping stickers on machines used in rugged terrain. Notably, law enforcement officers were indifferent about this proposal. They generally felt that requiring stickers to be visible was enough. However, land managers who have no law enforcement authority, tended to prefer the fixing of a common location for the stickers, and to make them visible from afar.

Uniform Signing

Establishing uniform signing standards was overwhelming supported. However, many pointed out that Idaho might have difficulty doing this by regulation since the statutes of the various state and federal land agencies may not always be compatible. Encouraging agencies to work together toward this goal was a common theme.

DUI

Making technical corrections in the DUI law so that it includes motorbikes and defines DUI was widely supported. Another strong current was to harmonize the DUI law off-road with the one for vehicles on the highway.

Incapacity of Operator and Negligent Operation

The language was unclear on both of these, and people thought they would be difficult to enforce. They received little support.

Mandatory Accident Reporting

Requiring mandatory accident reporting received mixed reviews. It would be better accepted if the damage threshold were much higher, and if the requirement were only when damage to the property of others or the injury of others was involved.

Mandatory Violation Reporting

Requiring law enforcement agencies to report violations to IDPR received little interest one way or another. Several participants thought that there might be a way to get the data now from courts or other agencies. Incidentally, the law enforcement agents, who may have been expected to oppose the extra effort, did not strongly indicate that it would be too onerous.

ACTION ITEM

STAFF RECOMMENDATIONS: This presentation is for informational purposes only. No Board action required.

☐ IDAPA RULE ☐ IDAPA FEE ☒ BOARD ACTION REQUIRED
☐ BOARD POLICY ☐ INFO ONLY, NO ACTION REQUIRED

**Idaho Department of Parks and Recreation Board Meeting
Three Island State Park
Glenns Ferry, ID
April 27-28, 2004**

AGENDA ITEM: Financial Statement

ACTION REQUIRED: **BOARD ACTION REQUIRED**

DIRECTOR: Dean Sangrey

PRESENTER: Jane Wright, CPA, CIA
Financial Officer

PRESENTATION

BACKGROUND: Enclosed are the Idaho Department of Parks & Recreation's Fiscal Year 2004 Financial Statements for the third quarter ending March 31, 2004.

Fund Descriptions:

A list of fund descriptions along with the source and use of the agency's various funds is included along with the financial statements.

Appropriated amounts:

Appropriated amounts reflect transfers between personnel, operating, capital, and trustee & benefits as allowed pursuant to IC §67-3511 and approved by the Division of Financial Management (DFM). See Schedule I for details on transfers between object codes and/or Divisions.

Cash Transfers:

Short-term transfers between funds are allowed pursuant to State Fiscal Policies. See Schedule II for detail related to transfers between funds.

Timeliness of Information:

Invoices received in accounting are processed in STARS within 48 hours of receipt. Transactions are posted to STARS in batches overnight barring any unforeseen issues such as vendor number not loaded in STARS or the budget being out of alignment with where the expenditures was coded.

A summary of the financial status by Division is as follows:

Management Services:

Personnel: The overall percentage of personnel obligated is 67% compared to 68% last fiscal year for the same time period. The agency's General Fund appropriation for personnel exceeds expenditures and obligations resulting from vacancy savings throughout the fiscal year by approximately \$32,700.

Operating: At the end of the 3rd quarter, operating funds were 63% obligated compared to 77% last fiscal year. At the agency level expenditures are in alignment with the appropriation. At the cost center level, allocations may have to be increased for the following Cost Centers:

1. General Administration
2. Management Information Services, and
3. Headquarters Maintenance

Capital: Spending authority for computer replacement needs continue to be assessed and purchased as needed.

Trustee & Benefits: As grants are approved by the Board and awarded, funds are expended or encumbered. At the end of the third quarter, expenditures and encumbrances are in alignment with appropriations and grant awards. The \$2,043,381 encumbrance in the federal fund is significantly larger than prior years because of Land & Water grants that had been awarded and not encumbered appropriately or awarded and not approved by the National Park Service.

Operations

Personnel: At the end of the third quarter, 73% and 59% of the funding is obligated in the General (0001) and the Park & Recreation Fund (0243) respectively. Comparing total personnel expended to appropriation for all funds, expenditures are within 2% of last fiscal year for the same time period. The General Fund personnel appropriation and expenditures are predominantly classified personnel while the Park & Recreation Fund is allocated for seasonal salaries. As parks open and hire seasonal staff, these funds will be utilized.

General Fund savings from vacant classified positions exceed budgeted amounts by approximately \$270,900.

Operating: Overall, operating is 57% obligated at the end of the third quarter compared to 60% last fiscal year for the same time period. The negative balance in the operating budget for The Trail of the Coeur D'Alenes will be resolved by increasing the budget. The park has been utilizing the \$10,000 per month received for interim trail management for critical needs. Hence, the current expenditures are higher than the budget/appropriation shown.

Capital: Capital expenditures are at the same level this fiscal year as last fiscal year. Parks continue to order necessary capital items as parks are opened. Also, vehicles have

arrived and are being delivered.

Capital Projects:

Capital: Appropriated amounts include prior year carryovers. This Division has two years spending authority because of the time required to complete construction projects. See the report provided by the Development Bureau regarding project status for more information. At the end of the third quarter only 12% of the funds appropriated are obligated for projects.

As cash becomes available in the Enterprise Fund (0410.01) and Park Land Trust Fund (0496.03) to support the appropriated amounts shown, planned projects may move forward.

Statement of Cash Balances

as of March 30, 2004

Fund	Reason for Increase/(Decrease)
0125 Indirect Cost Recovery	Indirect funds are transferred in as cash is received from the federal government. Transfers In exceeded prior year by 49%. While some fluctuation is normal for this fund, the significant increase is driven by how the agency is currently applying the allowable indirect rate to federal grant awards and reimbursement from Land and Water projects approved from the National Park Service this fiscal year.
0243 Park & Recreation	<p>Revenue shows a decrease of 6.1% for the fiscal year and an increase in expenditures of 21.5% for the calendar year. Approximately \$57,600 of first quarter revenue was received but not posted in time for the March closing. With this adjustment, revenue is down 3%.</p> <p>The change from an 11-month reservation window to 90 days is one reason for the reduction in revenue in spite of the fee increase implemented this season. Park visitors were only able to reserve for April, May and June camping.</p> <p>Expenditures increased dramatically because of a reduction in general fund support in FY 2004. Projected changes to the fee structure effective January 1, 2004 and increased revenue from cabins are designed to bring expenditures in line with revenue over the long term. Projected end of year cash is sufficient to meet obligations through the camping season.</p>
0243.02	The ending cash balance if \$1,175,623 is significant but normal for this fund at this time of the year as snowmobile, boat, and off road motor vehicles are being processed. Funds available for administrative purposes are sufficient to sustain operations through the end of the fiscal year. Ending cash includes approximately \$538,800 that will be transferred to other funds pursuant to Idaho Code as sticker revenue is processed
0243.03	Revenue related to the sale of the Sawtooth License Plate decreased 11.5% from the same time period last fiscal year. License renewal fees generate less revenue than the sale of the initial plates. Per Idaho Code §49-419A, twenty-five dollars of

each initial fee and fifteen dollars of each renewal fee is deposited in the park and recreation fund.

Expenditures follow revenue as 85% of total revenue received is transferred to The Sawtooth Society for projects as required under the terms and conditions of an agreement. The remaining 15% allowable for administration of the funds is transferred to the Park and Recreation Fund 0243.

0243.04

Idaho Wildlife Special Plates is a new program established in Idaho Code §49-417 “for the construction and maintenance of nonmotorized boating access facilities for anglers”. Receipts are transferred to the IDPR annually and are significantly lower than projections made by the Idaho Department of Fish and Game during the legislative session that established the authority and guidelines for the plate.

0247
Recreational Fuels

Revenue for gas tax at the end of the third quarter is up 2.7%. IDPR budgets to level funding so cash receipts are in alignment with projected expenditures.

Advances to the federal fund for unreimbursed expenditures not included in ending cash at the end of the 3rd quarter were:
Capital Improvement Fund 0247.01 - \$200,000
Waterways Fund 0247.02 - \$350,000

0250.01
0250.02
^a0250.03
^b0250.04
Registration Revenue

Revenue fluctuates due to timing in processing. See Fiscal Year 2005 Board Budget Book for details on increases or decreases in number of registrations by type for the season.

^aRevenue in the Snowmobile Fund (0250.03) comes from the sale of Snowmobile Stickers & the sale of Snowmobile License plates. Cash balances for funds not designated by users and license plate revenue at the end of the 3rd quarter were:

- \$103,310 - undesignated funds total
- \$93,117 Sale of License Plates.

^bThe cash balance in the Motorbike Fund includes the 15% administrative portion of \$227,031.

0250.05
Recreational Vehicle

The registration fee for recreational vehicles (RV - motor homes) is calculated on the value of the unit. Fiscal year Transfers In for this fund at the end of March were down 15.7%. Beginning with calendar year 2004, revenue is projected to decrease slightly because of a change in the calculation in the value of the RV.

0348

The ending cash balance includes advances from other fund in

Federal Funds	the amount of \$800,000 (\$350,000 from Waterways Fund 0247.02 and \$250,000 from the Park & Recreation Fund 0243, and \$200,000 from the Capital Improvement Fund 0247.01). The IDPR is on a reimbursement basis so cash is drawn from the federal government after the expense is incurred.
0349 Miscellaneous Revenue	Activity in this fund is related to non-federal grants. Revenue and expenditure fluctuations are not comparable between fiscal years.
0410.01 Enterprise Fund	<p>Gross revenue in the Enterprise Fund decreased 5.3% while expenditures were up 8.4%. The change in business rules for camping from an 11-month reservation window to 90 days would have some impact to this fund. Activity related to retail sales during the 3rd quarter would be minimal.</p> <p>As a result of the settlement related to the Heyburn cottage leases, \$87,408 was transferred in from the Business Account Fund 0410.02. The ending cash balance in this fund is higher than in previous years and is planned for capital projects to replace or improve roads and infrastructure in the park.</p>
0410.02 Business Account Continuous Spending Authority	<p>Revenue related to the operation of the Billingsley Creek Farm and Market was posted to this fund in FY2003. The market was closed and only revenue from the sale of hay was received in FY2004. Expenditures related to the operation of the farm are posted to the General or Park & Recreation Fund.</p> <p>This fund balance was reduced by \$174,815. Half of this amount was remitted to Heyburn Lease Holders as a result of the settlement and the other half transferred to the Enterprise Fund 0410.01.</p>
0494.05 Petroleum Violation	The revenue is from interest received. These are one-time funds appropriated in fiscal year 1998. Funds are obligated for projects as interest is earned.
0496.02 Harriman	Revenue decreased 2% compared to last fiscal year for the same time period. Expenditures are up 24.9% in this fund because of a reduction in general fund support.
0496.03 Park Land Trust	The majority of the cash in this fund is held in trust for specific parks or one time revenue earned from timber sales that will be used for natural resource management plans and related activity

across the state park system. Balances are as follows:

Park Land Trust Development	\$723,717
Natural Resource Management	\$369,913
Mary M McCroskey	\$570,678
Mowry Trust	\$213,765
Lucky Peak	\$211,649
Lakeview Acquisition	\$ 90,042

0496.05

Receipts fluctuate with billings to the railroad. Current operating expenditures are funded from reimbursements for prior period expenditures related to the Trail of the Couer d'Alenes.

RECOMMENDATION: Staff recommends that the Board approve the financial report as presented.

☐ IDAPA RULE ☐ IDAPA FEE ☒ BOARD ACTION REQUIRED
☐ BOARD POLICY ☐ INFO ONLY, NO ACTION REQUIRED

AGENDA
Idaho Department of Parks and Recreation Board Meeting
Three Island State Park
Glenns Ferry, ID
April 27-28, 2004

AGENDA ITEM: Heyburn State Park MVEF Requirements

ACTION REQUIRED: **BOARD ACTION REQUIRED**

INTERIM DIVISION
ADMINISTRATOR: Dean Sangrey

PRESENTER: David White

PRESENTATION

BACKGROUND INFORMATION: Heyburn State Park currently does not collect the Motor Vehicle Entry Fee (MVEF) for park entrance but does charge for camping and boat launching. With the Department's need to generate revenue and to standardize the collection of the MVEF, the department needs to decide whether to pursue the collection of the MVEF at Heyburn State Park.

The Board last discussed this issue in January 1992. Both Heyburn and Winchester had been excluded from charging the MVEF due to multiple entrances and the cost associated with collection out weighing the revenue. In January 1992, staff recommended that the MVEF be implemented at Winchester waiving the fee for the Nez Perce Tribe and to hold off at Heyburn until the Peedee Hill road alignment was completed. The Board approved the Winchester recommendation and deferred Heyburn for consideration until a later date.

Staff has identified the following issues of concern: multiple entrances; Coeur d'Alene Tribe sovereign rights; cabin, float home, and moorage lessees; and Trail of the Coeur d'Alenes ROW and access.

ACTION ITEM

STAFF RECOMMENDATIONS: Staff requests Board direction on whether to begin collecting the MVEF at Heyburn State Park.

☐ IDAPA RULE ☐ IDAPA FEE ☒ BOARD ACTION REQUIRED
☐ BOARD POLICY ☐ INFO ONLY, NO ACTION REQUIRED

AGENDA
Idaho Department of Parks and Recreation Board Meeting
Three Island State Park
Glenns Ferry, ID
April 27-28, 2004

AGENDA ITEM: Trail Of The Coeur d'Alenes At-Large Commission Member

ACTION REQUIRED: **BOARD ACTION REQUIRED**

INTERIM DIVISION

ADMINISTRATOR: David White

PRESENTER: David E. White

PRESENTATION

BACKGROUND INFORMATION: The Idaho Department of Parks and Recreation ("State" or "IDPR") and the Coeur d'Alene Tribe, Natural Resources Department ("Tribe" or "TNRD") (collectively the "Parties") are entering into an "Agreement" to establish a long-term cooperative partnership between the State and the Tribe with respect to ownership, management and operation of the Trail of the Coeur d'Alenes Right-of-Way ("ROW") and Trail.

As a part of this agreement the Parties established a six-member Trail Commission (Commission"). In establishing the Commission, the Parties' intent is to ensure that all aspects of the development, funding, management and operation of the entire ROW and Trail are coordinated across the Parties separate and joint management areas, consistent with implementation of the Consent Decree, CITU and the Interim Trail Agreement.

Three members of the Commission are appointed by the State and include a member of the IDPR Board and the State's Trail Manager. Three members are appointed by the Tribe and include a member of the Tribal Council and the Tribe's Trail Manager. The Tribe and State will each appoint one at-large member. The at-large members are to be approved by IDPR's Board and the Tribal Counsel respectively and will serve a term of two (2) years. No Commission at-large member may serve more than two (2) consecutive terms.

Staff advertised and accepted applications for IDPR's at-large member. The applications have been provided to the Board members for review.

ACTION ITEM

STAFF RECOMMENDATIONS: Staff recommends that the Board nominate and appoint one of the at-large member applicants to serve on the Trail of the Coeur d'Alenes Commission for the next two years.

☐ IDAPA RULE ☐ IDAPA FEE **XX BOARD ACTION REQUIRED**
☐ BOARD POLICY ☐ INFO ONLY, NO ACTION REQUIRED

AGENDA
Idaho Department of Parks and Recreation Board Meeting
Three Island State Park
Glenns Ferry, ID
March 27–28, 2004

AGENDA ITEM: Bayhorse Acquisition

ACTION REQUIRED: **BOARD ACTION REQUIRED**

INTERIM DIVISION
ADMINISTRATOR: Jane Wright

PRESENTER: Myron Johnson

PRESENTATION

BACKGROUND INFORMATION: Umont Mining Inc. through The Conservation Fund has offered to sell to the IDPR their patented lands in the Bayhorse Mining District. The Conservation Fund had an Appraisal of the property completed and that appraisal was presented to the Parks and Recreation Board meeting of January 21, 2004. The Board directed staff to move forward with additional analysis needed to identify specific environmental concerns, determine associated restoration costs, identify potential funding sources, and in general review the feasibility of securing the historical site for state park purposes. The Board authorized a limited amount of funds from the Park Land Trust Account to get the site analysis moving forward.

The Department has secured both DEQ and Idaho Department of Lands to help with the environmental review work and is presently trying to secure funding through grants to do the phase II study and test work.

The Department has worked with The Conservation Fund to acquire a purchase option agreement with Umont Mining for the property. The Conservation Fund would hold an option of up to two years at the appraised value of the property less a reduction to be determined to help offset the cost of due diligence work on the property.

ACTION ITEM

STAFF RECOMMENDATIONS: The Board act on the option agreement that will be presented at the Board meeting for their consideration.

☐ IDAPA RULE ☐ IDAPA FEE ☒ BOARD ACTION REQUIRED
☐ BOARD POLICY ☐ INFO ONLY, NO ACTION REQUIRED

AGENDA
Idaho Department of Parks and Recreation Board Meeting
Three Island Crossing State Park
Glenns Ferry, Idaho
April 27-28, 2004

AGENDA ITEM: IDAPA Rules Proposals

ACTION REQUIRED: **BOARD ACTION REQUIRED**

DIRECTOR: Dean Sangrey

PRESENTER: Dean Sangrey

PRESENTATION

BACKGROUND INFORMATION: Several issues need to be considered for possible inclusion in a rules-making process for this summer and the next legislative session. They include:

075.02 Park Manager Authority: Currently, IDAPA rules provide that “the park manager or designee may establish and enforce all rules, including interim rules.” It is essential that the managers have the ability to react promptly and effectively to deal with unusual circumstances that occur in the parks. They can provide that oversight very successfully by developing interim rules as needs dictate. Consideration of permanent rules appropriately requires more detailed review by the Board and Department staff. The recommendation is to strike the language “and enforce all rules, including” from the current rule.

225.04 Group Use: The provisions in IDAPA for groups to apply for a permit for use of group facilities currently establish that “Groups of twenty-five (25) persons or more, or any group needing special considerations or deviations from these rules shall have a permit.” Group situations can arise that don’t fit this structured scenario, such as birthday or impromptu reunion gatherings, that don’t fit the intent of the group use permitting process. The recommendation is to strike the reference to “twenty-five (25) persons or more, or any group” from the rule.

250.01 Fee Schedule - Campsites: The Board took formal action at the January, 2004 meeting to approve the discontinuance of the \$5.00 Extra Vehicle Charge. It is necessary to amend the rule to reflect this change in fee structure. This change will also be reflected in the Board Approved Fee Schedule.

250.01 Fee Schedule – Motorized Vehicle Entry Fee (MVEF): The Board took formal action at the January 2004 meeting to approve the elimination of the MVEF for tax-exempt commercial motor coaches. It is necessary to amend the rule to reflect this change in fee structure. This change will also be reflected in the Board Approved Fee Schedule.

ACTION ITEM

STAFF RECOMMENDATIONS: Staff recommends that the proposed IDAPA rule changes described above be approved by the Board and that staff be directed to prepare an appropriate rule amendment proposal to be distributed for agency and public comment and eventual adoption by the Board at the August Board meeting.

The changes will include:

075.02 Park Manager Authority: Strike language that addresses enforcement of all rules.

225.04 Group Use: Strike reference to twenty-five (25) persons or more regarding group use permit applications.

250.01 Fee Schedule: Change fee schedule provisions related to extra vehicle charges and commercial motor coaches.

☐ IDAPA RULE ☐ IDAPA FEE ☒ BOARD ACTION REQUIRED
☐ BOARD POLICY ☐ INFO ONLY, NO ACTION REQUIRED

AGENDA
Idaho Department of Parks and Recreation Board Meeting
Three Island Crossing State Park
Glenns Ferry, Idaho
April 27-28, 2004

AGENDA ITEM: Park Specific Fee Proposal

ACTION REQUIRED: BOARD ACTION REQUIRED

DIRECTOR: Dean Sangrey

PRESENTER: Dean Sangrey

PRESENTATION

BACKGROUND INFORMATION: During the process of making several adjustments to the Board Approved and Park Specific fee tables in 2003, it became apparent that further modifications were needed in several additional areas in the Park Specific Fee table.

Priest Lake State Park staff have recommended two changes be considered at some of their facilities.

- Group camp at Lionhead: \$300.00/night maximum and \$200.00/night Board Approved Fee.
- Schafer Cabin: \$175.00/night maximum; \$100.00/night Board Approved Fee with \$50.00 cleaning deposit when deemed necessary.

Dworshak State Park staff recommend first-time fees be established for Three Meadows Group Camp as outlined in the table:

Proposed Changes for 2004/2005

Reservation fee	\$25
Basic daily rate (includes lodge and two (2) sleeping cabins)	\$275
Lodge rental (day-use only)	\$125
Additional sleeping cabins (Group Leader Cabin no longer separated)	\$60
Tent site	\$12
RV site	\$12
RV site w/ hook ups	\$16
Cleaning/Damage Deposit*	\$275

*Recommend making reservation fee and deposit non-refundable.

Recommendations:

Require reservation fee (\$25) and deposit (\$275) at time of reservation.
Make reservation fee and deposit non-refundable.

ACTION ITEM

STAFF RECOMMENDATION: Staff recommends Board consider approving these adjustments to the Park Specific Fee tables as outlined.

☐ IDAPA RULE ☐ IDAPA FEE ☒ BOARD ACTION REQUIRED
☒ BOARD POLICY ☐ INFO ONLY, NO ACTION REQUIRED

AGENDA
Idaho Department of Parks and Recreation Board Meeting
Three Island State Park
Glenns Ferry, ID
April 27-28, 2004

AGENDA ITEM: Board Policy Manual Review

ACTION REQUIRED: **BOARD ACTION REQUESTED**

INTERIM DIVISION
ADMINISTRATOR: Jane Wright

PRESENTER: Garth Taylor

PRESENTATION

BACKGROUND INFORMATION: Board Policy ADM3:75 states that policies are to be reviewed, amended or ratified at the fall Board meeting during odd numbered years, or upon majority vote of the Board members during the interim.

Policy staff started the initial review of all policies in July, 2003. Staff published the policies in their entirety in the August 4, 2003 Board agenda. With this initial review, staff has found many areas where either reorganization or business rules will require some modification to the policies as written.

Staff recommended the project be broken down into segments over three Board meetings. This is to allow for proper time and discussion for each of the sections. At this meeting the staff will present Personnel (PER) for your review.

ACTION ITEM

STAFF RECOMMENDATIONS: The staff recommends that the Board adopt the recommended changes to Idaho Department of Parks and Recreation Board Policies Manual for the Personnel section.

PER. 1:91 EMPLOYEE TRAINING – It is the desire of the Idaho Parks and Recreation Board that employees be encouraged to attend training sessions and conferences that will benefit the department and the employee. Training sessions to include department conferences, manager workshops, staff development programs which may be developed and conducted by the department and/or tuition, travel, and per diem may be paid by the department to attend training sessions and conferences. Approval of the immediate supervisor must be obtained prior to attendance at any training in state. Approval of the supervisor and Director or designee must be obtained prior to attendance at any training taking place out of state.

PER 2:01 BOARD MEMBER ORIENTATION/TRAINING/EDUCATION

I. General:

- A. It is the responsibility of the members of the Idaho Parks and Recreation Board to remain up-to-date on pertinent parks and outdoor recreation management initiatives and concerns. This may be accomplished, in part, through participating in in-state and/or out-of-state training sessions, department events, tours, conferences, or seminars.
- B. Board members should consult with the chairman of the board prior to making arrangements to attend a training session and with the Director to ensure that funds are available to support participation in training activities.
- C. It will be the board member's responsibility to coordinate and share the information gained during the training session with other board members, the Director, and appropriate staff. This may be accomplished through written communication or through a specifically scheduled work session of the board.

II. Education of Board Members:

- A. Orientation of board members will be initiated by providing each new member with the *BOARD OF DIRECTORS' MANUAL*, which includes basic information in the following areas:
 - 1. **Legal Provisions**
 - List of current board members/map of districts they represent
 - Enabling legislation
 - Program legislation affecting the department
 - IDAPA rules and regulations
 - 2. **Operating Procedures**
 - Rules of order (how the Board operates during meetings)
 - State/department travel policies and procedures
 - Classification system adopted by the Board in 1973, and revised in 1999.
 - Procedures for identifying and evaluating new areas

3. **Departmental Organization**

History of the department

History/explanation of each bureau's goals and its respective program goals

Organizational structure

Names and positions of staff

Current staffing level (full time and seasonal employees)

Description and status of facilities and park areas

4. **Fiscal Management**

Financial structure and budget development

Current fiscal year budget

Description of funding sources

5. **Goals and Plans**

Board's goals

Strategic Plan

Brief description of each of the current plans (master plans, SCORPT, etc.)

6. **Continuing Education**

The following meetings and/or conferences would be particularly beneficial to all board members:

Idaho Recreation and Park Association Conference (IRPA)

National Recreation and Park Association Conference (NRPA)

Governor's Conference on Recreation and Tourism (GCORT)

Idaho Parks and Recreation Department Annual Conference

- B. Information in the *BOARD OF DIRECTORS' MANUAL* will be periodically updated as the need arises. It is the responsibility of the Director to ensure that information in the *BOARD OF DIRECTORS' MANUAL* is current.
- C. In addition to the *BOARD OF DIRECTORS' MANUAL*, new board members will be provided with an in-person orientation by appropriate staff at the earliest convenience of all parties.
- D. Inspection tours to see parks and program facilities are usually scheduled in conjunction with out-of-town board meetings. Two of the four quarterly board meetings are normally out-of-town board meetings.
- E. The Director will be responsible for arranging on-site tours or meetings at state parks and recreation areas. These tours or meetings may entail guided tours or meetings with park staff or local sponsors of various grant projects.

PER. 3:98 COMPLIANCE ENFORCEMENT TRAINING – Selected Personnel shall be assigned to attend the compliance enforcement training sponsored by Idaho Department of Parks and Recreation as often as deemed necessary by the Director. Upon graduation they may be authorized by the Director with authority to issue citations within the boundaries of lands owned or managed by the Department. IDPR employees are not ~~police~~ ~~men~~ ~~peace~~ ~~officers~~ and shall not carry firearms on their person or in state vehicles for the purpose of enforcement of Idaho code and rules.

PER. 4:91 EMPLOYEE HOUSING WITHIN STATE PARKS – Housing is necessary in ~~some~~ state parks to meet our operating model. Housing shall be located near administrative and or shop facilities to provide a benefit to both the park and the public. Assignment of housing is a condition of employment and will conform to the Statewide Housing Policy, Fair Labor Standard Act and Internal Revenue Service requirements.

Where appropriate housing is provided for a Park Manager within a park, the Park Manager ~~or~~ ~~designee~~ shall live in that house, and shall respond when requested in case of emergencies within the assigned park.

By living, it is meant that the house shall be his or her permanent residence and mailing address. Any exception to this policy must be in writing from the Director.

When additional housing is available within a park, the use for that housing shall be determined by the Region Manager in conjunction with the Operations Administrator. Possibilities include using such facilities as overnight rental accommodations for park users, housing for seasonal staff or interns, housing for other permanent agency staff, ~~other~~ ~~long~~ ~~term~~ ~~rental~~ or demolishing the facility if necessary.

Managers or employees living in state park facilities who are specifically designated as the primary respondent for emergency situations will have an adjusted rental fee. This is to recognize the inconvenience of being available to the public when at home during non-work hours. Other seasonal or permanent personnel living in park facilities, including trailers, and not designated as the primary respondent, will be charged a rental fee competitive with similar housing outside the park.

All fees will be reviewed by the Region Managers and Fiscal Officer every five(5) years to reflect the current housing market value. All employees, seasonal or permanent, will be required to pay for their use of applicable utilities.

☐ IDAPA RULE ☐ IDAPA FEE ☒ BOARD ACTION REQUIRED
☒ BOARD POLICY ☐ INFO ONLY, NO ACTION REQUIRED

AGENDA
Idaho Department of Parks and Recreation Board Meeting
Three Island Crossing State Park
Glenns Ferry, ID
April 27, 28 2004

AGENDA ITEM: FY 05 Recreational Vehicle (RV) Program Grants

ACTION REQUIRED: Board Action Required

**INTERIM DIVISION
ADMINISTRATOR:** Jane Wright

PRESENTER: Brian Miller

PRESENTATION

BACKGROUND INFORMATION: The State and Federal Aid Program currently has \$3,144,178 available in the RV Program for FY 2005 grants. Staff has held back \$50,000 to fund contingencies or emergencies or to make up for revenue shortfalls. This amount is reflected on the top line of the attached list of project rankings and will be considered in the total amount awarded to projects.

At their recent meeting in Boise, the RV Advisory Committee reviewed 44 grant applications according to IDPR rules using Department criteria. The requests totaled \$5,367,461.13.

ACTION ITEM

STAFF RECOMMENDATIONS: The RV Advisory Committee recommends the Board approve RV grant funding for the following projects as described on the attached ranking sheet. The total amount of the projects, as well as the \$50,000 emergency fund is \$3,144,178.

Staff recommends that the Board approve the priority-ranking list, which will be used to fund projects in the ranked order should any of the applicants of the higher rated projects withdraw their applications or if additional monies become available. Staff recommends the Board establish a minimum point level for project approval without further Board action.

FY 2005 Recreational Vehicle Fund Applications

4/14/2004

App #	Applicant Name	Region	Location	Project	Total Project Cost	Match %	Match \$	Grant %	Grant \$ Request	NOTES	Ongoing Grant \$ Total	Rating
	EMERGENCY FUNDING										\$ 50,000.00	
17	BOR - Snake River Area	3	Montour Campground	Restroom Replacement/Pathway	\$ 24,216.77	50%	\$ 12,108.39	50%	\$ 12,108.38		\$ 62,108.38	84.2
9	IDPR - Winchester	2	Winchester Headquarters	Office/Visitor Structure	\$ 105,000.00	33%	\$ 35,000.00	67%	\$ 70,000.00		\$ 132,108.38	79.2
1	IDPR	0	Statewide	Picnic Tables/Fire Rings	\$ 120,000.00	50%	\$ 60,000.00	50%	\$ 60,000.00	Original score 55.8 Changed due to an error in addition.	\$ 192,108.38	78.8
31	Westside Ranger District	5	Big Springs Campground	Culinary Well	\$ 121,700.00	55%	\$ 67,200.00	45%	\$ 54,500.00		\$ 246,608.38	78.6
26	Caribou Targhee/Montpelier	5	Bloomington Lake/Canyon	Site Improvements	\$ 205,000.00	68%	\$ 140,000.00	32%	\$ 65,000.00		\$ 311,608.38	78.2
20	IDPR - Bruneau Dunes	3	Broken Wheel Campground	Campground Improvements	\$ 173,000.00	11%	\$ 18,500.00	89%	\$ 154,500.00		\$ 466,108.38	78.2
2	IDPR	0	Statewide	Restroom Replacement	\$ 340,000.00	29%	\$ 100,000.00	71%	\$ 240,000.00		\$ 706,108.38	78
27	Caribou Targhee/Montpelier	5	Montpelier Ranger District	Willow Flat Water System	\$ 214,645.00	50%	\$ 107,322.50	50%	\$ 107,322.50	Original score 76.4 Changed due to an error in addition.	\$ 813,430.88	77.6
13	US Army Corps of Engineers	2	Dworshak/Dent	Electrical Upgrade	\$ 71,409.25	25%	\$ 17,670.00	75%	\$ 53,739.25		\$ 867,170.13	77.6
34	Bonneville County	6	Juniper Campground	Picnic Tables/Fire Rings	\$ 18,518.00	48%	\$ 8,868.00	52%	\$ 9,650.00		\$ 876,820.13	77
19	IDPR - Ponderosa	3	Lakeview/Kokanee Cove	Development	\$ 1,427,000.00	14%	\$ 200,000.00	86%	\$ 1,227,000.00		\$ 2,103,820.13	77
7	City of Troy	2	Troy	Dump Station	\$ 59,709.00	0%		100%	\$ 59,709.00		\$ 2,163,529.13	76.2
8	IDPR - Hells Gate	2	Hells Gate	Development	\$ 250,000.00	40%	\$ 100,000.00	60%	\$ 150,000.00		\$ 2,313,529.13	75.6
24	Bingham County	5	North Bingham Park	Sprinkler System	\$ 88,800.00	26%	\$ 22,000.00	74%	\$ 66,800.00	Original score 63.2 Changed due to an error in addition.	\$ 2,380,329.13	73.6
33	Bonneville County	6	Juniper Campground	Noise Barrier	\$ 12,832.00	47%	\$ 6,000.00	53%	\$ 6,832.00		\$ 2,387,161.13	73.4
38	Caribou Targhee/Dubois	6	Stoddard Creek Campground	Water System	\$ 146,988.00	69%	\$ 101,988.00	31%	\$ 45,000.00	*Old Form	\$ 2,432,161.13	73.4

FY 2005 Recreational Vehicle Fund Applications

4/14/2004

App #	Applicant Name	Region	Location	Project	Total Project Cost	Match %	Match \$	Grant %	Grant \$ Request	NOTES	Ongoing Grant \$ Total	Rating
23	Bingham County	5	North Bingham Park	Campground Development	\$ 88,900.00	27%	\$ 24,100.00	73%	\$ 64,800.00		\$ 2,496,961.13	73.2
30	Eastern Idaho State Fair	5	Blackfoot Fairgrounds	RV Park	\$ 55,642.00	20%	\$ 11,000.00	80%	\$ 44,642.00		\$ 2,541,603.13	73.2
43	Sawtooth National Rec Area	6	Casino Creek Campground	Site Improvements	\$ 77,085.00	22%	\$ 16,525.00	78%	\$ 60,560.00		\$ 2,602,163.13	72.8
44	Sawtooth National Rec Area	6	Riverside Campground	Site Improvements	\$ 55,100.00	24%	\$ 13,090.00	76%	\$ 42,010.00	Original score 71.8 Changed due to an error in addition.	\$ 2,644,173.13	72.4
22	IDPR - Castle Rocks	4	Castle Rocks	Phase 2 Planning	\$ 150,000.00	33%	\$ 50,000.00	67%	\$ 100,000.00		\$ 2,744,173.13	71.8
10	Latah County	2	Moose Creek Res. Campgroun	Site Improvements	\$ 55,671.00	5%	\$ 2,700.00	95%	\$ 52,971.00		\$ 2,797,144.13	71.4
5	IDPR - Farragut	1	Farragut	Campground/Dump Station	\$ 1,200,000.00	17%	\$ 200,000.00	83%	\$ 1,000,000.00		\$ 3,797,144.13	71
				*Farragut project reduced to \$347,033.87 from \$1,000,000.00 due to availability of funds.						\$ 347,033.87		
									TOTAL FUNDED	\$ 3,144,178.00		
14	Adams County Rec District	3	Council	RV Restroom/Picnic Area	\$ 39,750.00	70%	\$ 28,000.00	30%	\$ 11,750.00		\$ 3,808,894.13	70.6
41	City of Victor	6	Victor	Dump Station	\$ 111,452.00	10%	\$ 11,500.00	90%	\$ 99,952.00		\$ 3,908,846.13	67.6
37	Caribou Targhee/Teton Basin	6	Mike Harris Campground	Water System Update	\$ 80,040.00	26%	\$ 20,700.00	74%	\$ 59,340.00		\$ 3,968,186.13	66.8
39	City of Mackay	6	Mackay Tourist Park	Renovation	\$ 62,270.00	44%	\$ 27,290.00	56%	\$ 34,980.00		\$ 4,003,166.13	66.6
36	Caribou Targhee/Palisades	6	Palisades Creek Campground	Well Replacement	\$ 20,000.00	4%	\$ 750.00	96%	\$ 19,250.00		\$ 4,022,416.13	66.2
40	City of Salmon	6	Salmon Town Square Park	Day-Use Facility	\$ 384,245.00	83%	\$ 317,745.00	17%	\$ 66,500.00		\$ 4,088,916.13	66
3	City of Harrison	1	Harrison	RV Park Improvements	\$ 120,735.00	18%	\$ 21,677.00	82%	\$ 99,058.00		\$ 4,187,974.13	65.6
15	BLM/Boise	3	Cove Rec Site	Park Improvements	\$ 337,510.00	21%	\$ 72,000.00	79%	\$ 265,510.00		\$ 4,453,484.13	65.4

FY 2005 Recreational Vehicle Fund Applications

4/14/2004

App #	Applicant Name	Region	Location	Project	Total Project Cost	Match %	Match \$	Grant %	Grant \$ Request	NOTES	Ongoing Grant \$ Total	Rating
6	IDPR - Heyburn	1	Hawleys Landing	Hike/Bike Trail Connector	\$ 196,356.00	53%	\$ 104,078.00	47%	\$ 92,278.00		\$ 4,545,762.13	64.6
12	Nez Perce County	2	Nez Perce County Fair	Restroom	\$ 115,100.00	26%	\$ 30,020.00	74%	\$ 85,080.00		\$ 4,630,842.13	63.8
18	City of Donnelly	3	Donnelly	Rest Area	\$ 102,050.00	27%	\$ 27,650.00	73%	\$ 74,400.00		\$ 4,705,242.13	61.8
32	BLM/Salmon Field Office	6	McFarland Rec Site	Site Improvements	\$ 34,500.00	0%		100%	\$ 34,500.00		\$ 4,739,742.13	60.2
35	Caribou Targhee/Palisades	6	Big Elk Creek	Group Shelter	\$ 87,550.00	7%	\$ 6,000.00	93%	\$ 81,550.00		\$ 4,821,292.13	59.2
16	Boise NF/Lowman Ranger Dist	3	Bull Trout Fishing Pier	Replace Pier/Dock	\$ 9,820.00	20%	\$ 2,000.00	80%	\$ 7,820.00	Original score 58.4 Changed due to an error in addition.	\$ 4,829,112.13	58
11	Nez Perce County	2	Myrtle Beach	Construct Turnbay	\$ 241,000.00	50%	\$ 121,000.00	50%	\$ 120,000.00	Original score 54 Changed due to an error in addition.	\$ 4,949,112.13	57.8
42	Salmon Challis National Forest	6	Wildhorse Campground	Toilet	\$ 11,800.00	36%	\$ 4,300.00	64%	\$ 7,500.00		\$ 4,956,612.13	57.8
28	City of Montpelier	5	Montpelier	Visitor Info Center	\$ 172,560.00	28%	\$ 47,560.00	72%	\$ 125,000.00		\$ 5,081,612.13	54.6
21	City of Richfield	4	Richfield RV Park	Campground Development	\$ 185,233.00	19%	\$ 35,566.00	81%	\$ 149,667.00		\$ 5,231,279.13	52.4
29	City of Shelley	5	Shelley	Brinkman Park Restroom	\$ 15,040.00	46%	\$ 6,858.00	54%	\$ 8,182.00		\$ 5,239,461.13	28
25	Bingham County	5	Rose Pond Campground	Campground Development	\$ 135,100.00	25%	\$ 34,100.00	75%	\$ 101,000.00	WITHDRAWN	\$ 5,340,461.13	
4	City of Kellogg	1	Teeters Field	Restroom	\$ 104,000.00	26%	\$ 27,000.00	74%	\$ 77,000.00	Project Ineligible Committee decided not to rate.	\$ 5,417,461.13	
					\$ 7,627,327.02		\$ 2,259,865.89		\$ 5,367,461.13			

☐ IDAPA RULE ☐ IDAPA FEE ☒ BOARD ACTION REQUIRED
☒ BOARD POLICY ☐ INFO ONLY, NO ACTION REQUIRED

AGENDA
Idaho Park and Recreation Board Meeting
Three Island Crossing State Park
Glenns Ferry, ID
April 27, 28 2004

AGENDA ITEM: FY 05 Off-Highway Motor Vehicle (ORMV) Program Grants

ACTION REQUIRED: Board Action Required

INTERIM DIVISION ADMINISTRATOR: Jane Wright

PRESENTER: Brian Miller

PRESENTATION

BACKGROUND INFORMATION: The State and Federal Aid Program currently has \$550,000 available in the ORMV Program for FY 2005 grants. Staff has held back \$50,000 to fund contingencies or emergencies or to make up for revenue shortfalls. This amount is reflected on the top line of the attached list of project rankings and will be considered in the total amount awarded to projects.

At their recent meeting in Boise, the ORMV Advisory Committee reviewed 45 grant applications according to IDPR rules using Department criteria. The requests totaled \$683,641.

Attached is the list of projects in ranking order as well as any comments the ORMV Advisory Committee had on the grant applications.

ACTION ITEM

STAFF RECOMMENDATIONS: The ORMV Advisory Committee recommends the Board approve ORMV grant funding for the following projects as described on the attached ranking sheet. The total amount of the projects, as well as the \$50,000 emergency fund is \$549,605.

Staff recommends that the board approve the priority-ranking list, which will be used to fund projects in the ranked order should any of the applicants of the higher rated project(s) withdraw their applications or if additional monies become available. Staff recommends the Board establish a minimum point level for project approval without further Board action.

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FY 2005 Off-Road Motor Vehicle Fund Applications

4/14/2004

App #	Applicant Name	Region	Location	Project	Total Project Cost	Match %	Match \$	Grant %	Grant \$ Request	NOTES	Rating	Ongoing Grant \$ Total
	EMERGENCY FUNDING											\$ 50,000.00
12	Clearwater NF/Northfork	2	Cedars/Deception Area	Trail Development	\$ 38,000.00	53%	\$ 20,000.00	47%	\$ 18,000.00		88.00	\$ 68,000.00
21	Idaho ATV Association	3	Various Counties	Trail Maintenance Equipment	\$ 3,838.00	11%	\$ 430.00	89%	\$ 3,408.00		87.67	\$ 71,408.00
16	Boise NF/Lowman Ranger Dist	3	Lowman	Trail Maintenance	\$ 23,000.00	67%	\$ 15,500.00	33%	\$ 7,500.00		87.33	\$ 78,908.00
13	Boise NF/Cascade Ranger Dist	3	Boulder Bridge	Trail Bridge	\$ 26,000.00	62%	\$ 16,000.00	38%	\$ 10,000.00		86.33	\$ 88,908.00
20	Donnelly Snowmobile Club	3	Valley County	Groomer Storage/ Warm-up Building, Toilets	\$ 206,880.00	52%	\$ 106,800.00	48%	\$ 100,080.00	Original score 86.78 Changed due to error in addition	86.22	\$ 188,988.00
5	Idaho Panhandle National Forest	1	Priest Lake	Trail Rehabilitation	\$ 41,724.00	43%	\$ 17,874.00	57%	\$ 23,850.00		85.78	\$ 212,838.00
41	Caribou Targhee/Palisades RD	6	South Fork Fall Creek	Trailhead Reconstruction	\$ 70,000.00	73%	\$ 51,200.00	27%	\$ 18,800.00		85.44	\$ 231,638.00
45	Madison County	6	Big Hole Mountain	2 ATVs	\$ 14,550.00	57%	\$ 8,350.00	43%	\$ 6,200.00		83.56	\$ 237,838.00
43	Fremont County	6	Countywide	Safety/Education/Enforcement	\$ 19,800.00	54%	\$ 10,500.00	46%	\$ 9,300.00		82.89	\$ 247,138.00
7	Panhandle Trail Riders Assoc.	1	Kootenai & N. Idaho	Trail Clearing Equipment	\$ 980.97	15%	\$ 150.00	87%	\$ 830.97		80.44	\$ 247,968.97
4	Idaho Panhandle National Forest	1	Ardnt Trail	Trail Rehabilitation	\$ 53,000.00	54%	\$ 28,700.00	46%	\$ 24,300.00		79.78	\$ 272,268.97
40	Caribou Targhee/Palisades RD	6	Burns Creek Trail	Trail Improvements	\$ 50,300.00	42%	\$ 21,300.00	58%	\$ 29,000.00		79.44	\$ 301,268.97
44	Fremont County	6	Countywide	2 Snowmobiles	\$ 19,598.00	49%	\$ 9,799.00	51%	\$ 9,799.00		79	\$ 311,067.97
27	Sawtooth NF/Minidoka Ranger Dist	4	Minidoka Ranger District	Signs	\$ 13,278.00	36%	\$ 4,829.00	64%	\$ 8,449.00		77.22	\$ 319,516.97
18	Council Snowmobile Club	3	Mill Creek Rec District	Parking Lot Improvements	\$ 25,000.00	35%	\$ 8,800.00	65%	\$ 16,200.00		75.78	\$ 335,716.97
28	Sawtooth NF/Minidoka Ranger Dist	4	Third Fork Trail	Trail Rehabilitation	\$ 16,642.00	33%	\$ 5,442.00	67%	\$ 11,200.00		75.78	\$ 346,916.97
17	Shoshone County	1	Mullan	Lean To	\$ 24,303.60	19%	\$ 4,500.00	81%	\$ 19,803.60		74.44	\$ 366,720.57

FY 2005 Off-Road Motor Vehicle Fund Applications

4/14/2004

App #	Applicant Name	Region	Location	Project	Total Project Cost	Match %	Match \$	Grant %	Grant \$ Request	NOTES	Rating	Ongoing Grant \$ Total
25	Sawtooth NF/Fairfield Ranger Dist	4	Paradise Trail	Trail Relocation	\$ 20,000.00	25%	\$ 5,000.00	75%	\$ 15,000.00		74.44	\$ 381,720.57
22	Mountain Home Ranger District	3	Danskin Mountain	Trail Map	\$ 17,000.00	53%	\$ 9,000.00	47%	\$ 8,000.00		73.78	\$ 389,720.57
37	Westside Ranger District	5	Mormon Canyon Trail	Trail Rehabilitation	\$ 16,590.00	37%	\$ 6,090.00	63%	\$ 10,500.00		72.78	\$ 400,220.57
39	Bonneville County	6	Countywide	2 ATVs	\$ 10,550.00	51%	\$ 5,400.00	49%	\$ 5,150.00		72.78	\$ 405,370.57
30	Twin Falls County	4	Countywide	Snowmobiles	\$ 14,000.00	50%	\$ 7,000.00	50%	\$ 7,000.00		72.33	\$ 412,370.57
36	Westside Ranger District	5	E. Fork of Mink Creek	Trail Rehabilitation	\$ 23,390.00	34%	\$ 7,890.00	66%	\$ 15,500.00		72.33	\$ 427,870.57
29	Soldier Mt. Search & Rescue	4	Camas County	2 snowmobiles/Rescue Equipment	\$ 24,528.00	50%	\$ 12,264.00	50%	\$ 12,264.00		69.11	\$ 440,134.57
26	Sawtooth NF/Ketchum Ranger Dist	4	Greenhorne	Reroute Trail	\$ 25,950.00	29%	\$ 7,450.00	71%	\$ 18,500.00		65.44	\$ 458,634.57
35	Montpelier Ranger District	5	Sugar Creek/Maple Creek	Trail Relocation	\$ 50,000.00	36%	\$ 18,000.00	64%	\$ 32,000.00		62.44	\$ 490,634.57
32	Montpelier Ranger District	5	Montpelier Ranger District	2 ATVs	\$ 9,950.00	50%	\$ 4,975.00	50%	\$ 4,975.00		61.11	\$ 495,609.57
34	Montpelier Ranger District	5	Montpelier Ranger District	Explosive Equipment	\$ 11,550.00	58%	\$ 6,750.00	42%	\$ 4,800.00		53.44	\$ 500,409.57
33	Montpelier Ranger District	5	Montpelier Ranger District	Trail Signing	\$ 16,000.00	50%	\$ 8,000.00	50%	\$ 8,000.00		52.67	\$ 508,409.57
2	Idaho Fish & Game	1	Panhandle Region	2 ATVs	\$ 20,304.00	53%	\$ 10,794.00	47%	\$ 9,510.00		52.44	\$ 517,919.57
23	Mountain Home Ranger District	3	Mountain Home Ranger District	Education/Enforcement	\$ 10,750.00	53%	\$ 5,750.00	47%	\$ 5,000.00		50.44	\$ 522,919.57
31	Bear Lake County	5	Countywide	Snowmobile/Truck	\$ 40,000.00	50%	\$ 20,000.00	50%	\$ 20,000.00		50.33	\$ 542,919.57
3	Idaho Fish & Game	1	Shoshone, Kootenai, Benewah	2 ATVs	\$ 9,700.00	50%	\$ 4,850.00	50%	\$ 4,850.00		49.44	\$ 547,769.57
8	Priest Lake Search & Rescue	1	Bonner County	AV Equipment	\$ 3,671.06	50%	\$ 1,835.53	50%	\$ 1,835.53		49.22	\$ 549,605.10
							TOTAL FUNDED			\$ 549,605.10		

FY 2005 Off-Road Motor Vehicle Fund Applications

4/14/2004

App #	Applicant Name	Region	Location	Project	Total Project Cost	Match %	Match \$	Grant %	Grant \$ Request	NOTES	Rating	Ongoing Grant \$ Total
24	Mt. Harrison Snowmobile Club	4	North Heglar Parking Lot	Expand Parking/Toilet	\$ 54,358.00	34%	\$ 18,429.00	66%	\$ 35,929.00		48.89	\$ 585,534.10
6	Idaho Panhandle National Forest	1	Stampede OHV Trail	Area Improvements	\$ 9,000.00	26%	\$ 2,300.00	74%	\$ 6,700.00		40.78	\$ 592,234.10
1	Country Lane Resort	1	Old River Road	Develop Snomobile Trail	\$ 18,500.00	20%	\$ 3,700.00	80%	\$ 14,800.00		37.22	\$ 607,034.10
9	Priest Lake Search & Rescue	1	Bonner County	Traffic Control Safety Equipment	\$ 2,011.78	50%	\$ 1,005.89	50%	\$ 1,005.89		31.89	\$ 608,039.99
14	Boise NF/Cascade Ranger Dist	3	Cascade Ranger District	ORMV Education Patrol	\$ 12,235.00	34%	\$ 4,200.00	66%	\$ 8,035.00		30.56	\$ 616,074.99
10	Priest Lake Search & Rescue	1	Bonner County	Night Vision Goggles	\$ 6,350.00	50%	\$ 3,175.00	50%	\$ 3,175.00		29.78	\$ 619,249.99
42	Caribou Targhee/Palisades RD	6	South Indian Creek	Trailhead Improvements	\$ 26,500.00	20%	\$ 5,200.00	80%	\$ 21,300.00		29.67	\$ 640,549.99
15	Boise NF/Idaho City Ranger Dist	3	Dutch Creek Guard Station	Renovate Guard Station	\$ 44,950.00	31%	\$ 14,050.00	69%	\$ 30,900.00		25.11	\$ 671,449.99
19	Donnelly Rural Fire Dept.	3	Donnelly	ATV & Rescue Trailer	\$ 8,617.98	40%	\$ 3,409.50	60%	\$ 5,208.48		20.78	\$ 676,658.47
38	BLM - Salmon Field Office	6	Discovery Hill Rec Site	Trail Rehabilitation	\$ 4,058.00	0%		100%	\$ 4,058.00		11.56	\$ 680,716.47
11	Worley Ambulance	1	Kootenai/Benewah	SUV & ATV	\$ 66,029.83	20%	\$ 13,205.97	80%	\$ 52,823.86	WITHDRAWN		\$ 733,540.33
					\$ 1,223,438.22		\$ 539,897.89		\$ 683,540.33			

**Advisory Committee Comments
Off-Road Motor Vehicle Fund
March 16-17, 2004**

Project #1 – Country Lane Resort, trail development

Regions 1&2: No agreement with private owners to cross land.

Regions 3&4: Private property question? Only relates to snowmobilers/seasonal users.

Regions 3&4: It enhances a private operation. No long term guarantee of access.

Project #3 – Idaho Fish & Game, 2 ATVs

Regions 3&4: Education/enforcement is needed by all agencies.

Regions 5&6: No current sticker enforcement in place.

Project #4 – Idaho Panhandle National Forest, trail rehabilitation

Regions 3&4: Very big project. Will be on-going forever.

Project #5 – Idaho Panhandle National Forest, trail rehabilitation

Regions 3&4: Good project.

Regions 5&6: Real trail maintenance, Yea! Ensure parks and recreation supervises closely.

Project #6 – Idaho Panhandle National Forest, trail improvements

Regions 1&2: RV funds?

Regions 1&2: Should be considered for RV funds.

Regions 1&2: Should come out of RV funds

Regions 3&4: Needs funds from RV

Regions 3&4: This should come out of RV funding.

Regions 5&6: This is more of an RV program.

Regions 5&6: RV fund.

Regions 5&6: Should come out of RV fund.

Project #7– Panhandle Trail Riders Assoc., 2 chainsaws/1weed eater

Regions 1&2: Safety equipment?

Regions 3&4: Needs to request safety equipment.

Regions 3&4: Safety equipment should be included (helmets, chaps, eye protection \$500 cost)

Regions 5&6: Should buy related safety equipment.

Regions 5&6: Recommend some safety equipment as well.

Project #8 – Priest Lake Search & Rescue, AV equipment

Regions 3&4: 50/50 grant request. Not much related to on the ground expenses. (ATV, motorcycles, snowmobiles.)

Project #9 – Priest Lake Search & Rescue, traffic control safety equipment

Regions 3&4: Search and rescue equipment, not from this ORMV grant.

Regions 5&6: Maybe go through RTP or scrounge for used stuff.

Project #10 – Priest Lake Search & Rescue, night vision goggles

Regions 3&4: Question the benefits, even in search at night.

Regions 5&6: Russ did a nice job trying to sell this project. Nice support. A terrific project for another source.

Project #14 – Boise National Forest, education patrol

Regions 1&2: Don't like to pay wages and mileage in this way.

Regions 3&4: RAC money is a better source of funding.

Regions 5&6: Apply to RAC. We don't pay salaries, EVER!

Project #15 – Boise National Forest, guard station renovation

Regions 3&4: Forest Service abandoned this building 20 years ago.

Regions 5&6: This is a money making project. We don't fund these.

Project #18 – Council Snowmobile Club, parking lot

Regions 3&4: Project is needed for the current situation to be improved.

Project #20 – Donnelly Snowmobile Club, toilets, signs, groomer/warming hut building

Regions 5&6: Three projects in one – makes it seem expensive.

Project #22 – Mountain Home Ranger District, produce trail map

Regions 1&2: Consider RAC funds.

Regions 5&6: Only fund if maps are charged for so you can recover cost!

Project #23 – Mountain Home Ranger District, education/compliance

Regions 1&2: Should look someplace else for money.

Regions 5&6: No law enforcement capabilities. No salaries!

Project #24 – Mt. Harrison Snowmobile Club, expand parking/install toilet

Regions 3&4: Use single SST instead of 2 side.

Regions 3&4: Need letters of special use and agreement with highway district.

Regions 5&6: Should get a one-hole toilet.

Regions 5&6: Only a single toilet is necessary.

Project #25 – Sawtooth National Forest, trail reroute

Regions 3&4: Will require lots of work to even relocate this trail. Not much traffic on this trail.

Project #26 – Sawtooth National Forest, trail reroute

Regions 3&4: Private landowner closed his property due to vandalism. Administration and engineering costs are too high.

Regions 5&6: Three positions in match are government employees that would be working anyway.

Regions 5&6: This could be done cheaper.

Project #27 – Sawtooth National Forest, sign installation

Regions 3&4: Area needs resigned badly.

Project #29 – Soldier Mt. Search & Rescue, 2 snowmobiles/2 backpacks

Regions 3&4: The snowmobiles should be with a larger engine and with long track.

Project #30 – Twin Falls County Sheriff's Office, snowmobiles

Regions 3&4: These guys need these machines badly! The one's they have are well used.

Project #31 – Bear Lake County, snowmobile/truck

Regions 3&4: With waterways (\$5,000) and snowmobile (\$15,000) everyone in the area can use this vehicle.

Regions 5&6: County should be able to get state or federal fleet pricing.

Project #32 – Caribou Targhee National Forest, 2 ATVs

Regions 5&6: No current sticker enforcement info.

Project #33 – Caribou Targhee National Forest, trail signs

Regions 1&2: I like to see maps/pictures. Kind of users are not listed on grant.

Regions 3&4: Signs need to be updated.

Regions 5&6: Information is very light.

Project #35 – Caribou Targhee National Forest, relocate trails

Regions 3&4: One bridge/HR rock crossing – very expensive trail program.

Regions 5&6: Government employees will be working anyway.

Project #38 – BLM Salmon Field Office, trail rehabilitation

Regions 1&2: Not applicable to this program.

Regions 3&4: \$600 for 15 pounds of seed? Get realistic.

Regions 5&6: Not an ORMV benefit or problem.

Project #33 – Caribou Targhee National Forest, trail project

Regions 3&4: Keep as a single track trail.

Regions 5&6: Ensure this stays a single track trail. ATVs already have a trail here.

Project #33 – Caribou Targhee National Forest, restroom/info board

Regions 1&2: Matching funds don't add up or make sense.

Regions 3&4: There is a problem with this. A drawing is missing and cost estimates are guesses.
The outfitter in this area is in cahoots with USFS. Road and trail are closed during hunting season!

Regions 5&6: This area has been shut off to dirt bikes. NO ORMV funds!

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Project #44 – Fremont County Search & Rescue, 2 snowmobiles

Regions 3&4: Largest snowmobile area in Idaho. They need these machines!

Project #45 – Madison County Sheriff, 2 ATVs & equipment

Regions 3&4: This sheriff's office needs these machines for education enforcement and search and rescue. It is a big area to patrol.

☐ IDAPA RULE ☐ IDAPA FEE ☒ BOARD ACTION REQUIRED
☒ BOARD POLICY ☐ INFO ONLY, NO ACTION REQUIRED

AGENDA

**Idaho Department of Parks and Recreation Board Meeting
Three Island Crossing State Park
Glenns Ferry, ID
April 27, 28 2004**

AGENDA ITEM: FY 05 Recreation Trails Program Grants

ACTION REQUIRED: Board Action Required

INTERIM DIVISION

ADMINISTRATOR: Jane Wright

PRESENTER: Brian Miller

PRESENTATION

BACKGROUND INFORMATION: At the time this information was prepared, the Department had not received its allocation of RTP monies for Federal Fiscal Year 2004 from the Federal Highway Administration. It is anticipated to be \$593,642.

According to FHWA rule, 40% of this amount (\$209,792) is available for diverse use projects, 30% (\$157,346) is made available to motorized projects, and 30% (\$157,346) to non-motorized projects after administrative costs are deducted.

At their recent meeting in Boise, the RTP Advisory Committee rated and ranked 58 project applications according to IDPR rules using Department criteria. The requests totaled \$2,190,029.

Attached is the list of projects in ranking order, as well as any comments the RTP Committee had on the grant applications.

ACTION ITEM

STAFF RECOMMENDATIONS: The RTP Advisory Committee recommends the Board approve RTP grant funding for the following projects as described on the attached ranking sheet. The total amount of the projects is \$524,484.

Staff recommends that the Board approve the priority-ranking list, which will be used to fund projects in the ranked order should any of the applicants of the higher rated projects withdraw their applications or if additional monies become available. Staff recommends the Board establish a minimum point level for project approval without further Board action.

FY 2005 Recreational Trails Program Fund Applications

4/14/2004

App #	Applicant Name	Region	Location	Project	Total Project Cost	Match %	Match \$	Grant %	Grant \$ Request	Grant \$ Recommended	Ongoing Grant \$ Total	Rating	Type
	Diverse Use Projects												
14	Lewis Clark SnoDrifters	2	Kruze Meadows	Parking/Restroom/Signs	\$ 123,562.68	43%	\$ 53,486.20	57%	\$ 70,076.48		\$ 70,076.48	83.44	D
50	North Fork Ranger District	6	Henderson Ridge	Maintenance on 8 Trails/Signing	\$ 53,269.00	33%	\$ 17,469.00	67%	\$ 35,800.00		\$ 105,876.48	80.63	D
20	Boise National Forest-Lowman RD	3	Lowman	Trail Maintenance	\$ 23,000.00	67%	\$ 15,500.00	33%	\$ 7,500.00		\$ 113,376.48	78.78	D
3	Friends of the Trail of CdA	1	North Pacific Trail	Improvements	\$ 28,425.00	26%	\$ 7,500.00	74%	\$ 20,925.00		\$ 134,301.48	77.89	D
49	North Fork Ranger District	6	Continental Divide Nat Scenic Trl	Signs	\$ 3,803.00	40%	\$ 1,503.00	60%	\$ 2,300.00		\$ 136,601.48	76.38	D
40	Caribou/Targhee-Palisades	6	South Fork Fall Creek	Trailhead Reconstruction	\$ 70,000.00	73%	\$ 51,200.00	27%	\$ 18,800.00		\$ 155,401.48	76.22	D
27	Mountain Home Ranger District	3	Mountain Home Ranger District	Heavy Trail Maintenance	\$ 15,000.00	37%	\$ 5,500.00	63%	\$ 9,500.00		\$ 164,901.48	76.00	D
58	Sawtooth National Forest-Fairfield	3 & 4	Fairfield Ranger District	Heavy Trail Maintenance	\$ 15,000.00	20%	\$ 3,000.00	80%	\$ 12,000.00		\$ 176,901.48	74.11	D
54	Caribou/Targhee-Teton Basin	6	Big Hole Trail	Trail Maintenance	\$ 41,523.00	29%	\$ 11,990.00	71%	\$ 29,533.00		\$ 206,434.48	73.78	D
31	Caribou/Targhee-Westside	5	Bannock, Caribou, Oneida	Trail Sign Rehabilitation	\$ 15,420.00	47%	\$ 7,220.00	53%	\$ 8,200.00		\$ 214,634.48	72.89	D
45	Eagle Rock Back Country Horsemen	6	Dubois Ranger District	GPS & Walkie Talkies	\$ 840.00	50%	\$ 418.00	50%	\$ 422.00		\$ 215,056.48	70.63	D
35	Caribou/Targhee-Palisades	6	Burns Creek Trail	Trail Improvements	\$ 50,300.00	42%	\$ 21,300.00	58%	\$ 29,000.00		\$ 244,056.48	68.67	D
				Burn's Creek Trail project reduced to \$13,535.52 from \$29,000.00 due to availability of funds						\$ 13,535.52			
								TOTAL FUNDED		\$ 209,792.00			
41	Caribou/Targhee-Palisades	6	South Indian Creek	Trailhead Improvements	\$ 26,500.00	20%	\$ 5,200.00	80%	\$ 21,300.00		\$ 265,356.48	68.63	D
38	Caribou/Targhee-Palisades	6	Palisades Trail	Trail Maintenance	\$ 30,000.00	50%	\$ 15,000.00	50%	\$ 15,000.00		\$ 280,356.48	67.56	D
55	Caribou/Targhee-Teton Basin	6	Calamity Creek Trail	Reroute Trail	\$ 23,129.00	33%	\$ 7,720.00	67%	\$ 15,409.00		\$ 295,765.48	65.11	D
19	Boise National Forest-Idaho City RD	3	Dutch Creek Guard Station	Restroom/Well/Hand Pump	\$ 44,950.00	31%	\$ 14,050.00	69%	\$ 30,900.00		\$ 326,665.48	53.11	D
9	Priest Lake Search & Rescue	1	Priest Lake Area	NARTECH Training	\$ 10,510.00	20%	\$ 2,022.00	80%	\$ 8,488.00		\$ 335,153.48	40.33	D
2	Coeur d'Alene Tribe	1	DeSmet/Tensed	Trail Development	\$ 180,166.00	41%	\$ 73,379.00	59%	\$ 106,787.00		\$ 441,940.48	36.56	D
16	Nez Perce NF-Clearwater RD	2	Fish Creek Park N' Ski Area	Grooming Equipment	\$ 16,000.00	50%	\$ 8,000.00	50%	\$ 8,000.00		\$ 449,940.48	29.78	D
			18 Applications	Totals	\$ 771,397.68		\$ 321,457.20		\$ 449,940.48				

FY 2005 Recreational Trails Program Fund Applications

4/14/2004

App #	Applicant Name	Region	Location	Project	Total Project Cost	Match %	Match \$	Grant %	Grant \$ Request	Grant \$ Recommended	Ongoing Grant \$ Total	Rating	Type
	Motorized Projects												
56	IDPR - Outdoor Rec Program	1 & 2	Kootenai & Nez Perce	Snowmobile Program Funding	\$ 79,905.13	20%	\$ 15,997.03	80%	\$ 63,908.10		\$ 63,908.10	85.89	M
25	Idaho ATV Association	3	Various	Trail Maintenance Equipment	\$ 3,838.00	20%	\$ 768.00	80%	\$ 3,070.00		\$ 66,978.10	84.78	M
57	IDPR - Outdoor Rec Program	1,5,6	Bonneville / Bingham & Shoshone Co.	2 Groomers	\$ 300,000.00	50%	\$ 150,000.00	50%	\$ 150,000.00		\$ 216,978.10	79.44	M
				IDPR Outdoor Rec Program reduced to \$90,367.90 from \$150,000.00 due to availability of funds						\$ 90,367.90			
								TOTAL FUNDED		\$ 157,346.00			
33	Bannock County	5	Inkom	Groomer, Maint & Storage Building	\$ 79,500.00	25%	\$ 19,500.00	75%	\$ 60,000.00		\$ 276,978.10	77.67	M
29	Magic Valley Sno-mobile Club	4	Bostette Area	Warming Hut/Toilet	\$ 49,646.00	32%	\$ 16,000.00	68%	\$ 33,646.00		\$ 310,624.10	71.22	M
			5 Applications	Totals	\$ 512,889.13		\$ 202,265.03		\$ 310,624.10				
	Non-Motorized Projects												
15	Moscow Area Mt Bike Assoc.	2	Cave Trail	Trail Development	\$ 18,661.00	83%	\$ 15,564.00	17%	\$ 3,097.00		\$ 3,097.00	80.33	NM
48	North Fork Ranger District	6	Chief Joseph Ski Trail	Snowmobile	\$ 7,500.00	57%	\$ 4,250.00	43%	\$ 3,250.00		\$ 6,347.00	74.75	NM
22	Friends of Weiser Trail	3	Weiser River Trail	Trail Development	\$ 27,335.00	32%	\$ 8,670.00	68%	\$ 18,665.00		\$ 25,012.00	74.22	NM
47	IDPR - Harriman	6	Ranch Bridge	Repair Bridge	\$ 140,000.00	55%	\$ 77,500.00	45%	\$ 62,500.00		\$ 87,512.00	71.25	NM
11	City of Troy	2	Latah Trail	Trail Improvements	\$ 145,386.00	45%	\$ 65,375.00	55%	\$ 80,011.00		\$ 167,523.00	67.56	NM
				City of Troy project reduced to \$69,834.00 from 80,011.00 due to availability of funds						\$ 69,834.00			
								TOTAL FUNDED		\$ 157,346.00			
18	Ada County	3	Seamon Gulch Trail	Trail Development	\$ 42,500.00	38%	\$ 16,300.00	62%	\$ 26,200.00		\$ 193,723.00	67.44	NM
6	North Idaho Centennial Trail	1	Centennial Trail	Signs/Landscape Trees	\$ 10,190.00	41%	\$ 4,131.00	59%	\$ 6,059.00		\$ 199,782.00	67.22	NM
24	Gem County	3	Gem Island Recreation Facility	Trailway Phase 2	\$ 345,326.00	53%	\$ 181,823.00	47%	\$ 163,503.00		\$ 363,285.00	67.11	NM
51	Salmon/Challis-Middle Fork RD	6	Rapid River Trail	Trail Improvements	\$ 83,264.34	51%	\$ 42,572.34	49%	\$ 40,692.00		\$ 403,977.00	66.33	NM
21	City of Caldwell	3	Caldwell	Pathway & Trail	\$ 115,700.00	20%	\$ 23,140.00	80%	\$ 92,560.00		\$ 496,537.00	65.44	NM
37	Caribou/Targhee-Palisades	6	Hunts Corral	Trail Renovation	\$ 17,700.00	32%	\$ 5,700.00	68%	\$ 12,000.00		\$ 508,537.00	65.22	NM
26	IDPR - Lucky Peak	3	Banner Summit	Yurt Construction/Relocation	\$ 63,900.00	45%	\$ 28,900.00	55%	\$ 35,000.00		\$ 543,537.00	65.11	NM
43	City of Ammon	6	Eagle's Homestead Park	Trail Development	\$ 57,500.00	36%	\$ 20,850.00	64%	\$ 36,650.00		\$ 580,187.00	64.50	NM
46	IDPR - Harriman	6	Railroad Ranch	Warming Hut Yurt	\$ 12,626.00	40%	\$ 5,000.00	60%	\$ 7,626.00		\$ 587,813.00	63.88	NM

FY 2005 Recreational Trails Program Fund Applications

4/14/2004

App #	Applicant Name	Region	Location	Project	Total Project Cost	Match %	Match \$	Grant %	Grant \$ Request	Grant \$ Recommended	Ongoing Grant \$ Total	Rating	Type
36	Caribou/Targhee-Palisades	6	Chicken Springs Trail	Trail Reconstruction	\$ 26,000.00	38%	\$ 10,000.00	62%	\$ 16,000.00	Original score 62.44 Changed due to error in addition.	\$ 603,813.00	62.89	NM
13	Latah County	2	Latah Trail	Trail Development	\$ 60,000.00	20%	\$ 12,000.00	80%	\$ 48,000.00		\$ 651,813.00	62.33	NM
32	Caribou/Targhee-Westside	5	Mink Creek Park N' Ski Area	Snowmobile/Trailer/Trail Groomer	\$ 9,500.00	50%	\$ 4,750.00	50%	\$ 4,750.00		\$ 656,563.00	62.22	NM
53	Sawtooth National Rec Area	6	Sunbeam Dam Redfish Trail	Trail Reconstruction	\$ 68,034.00	44%	\$ 30,005.00	56%	\$ 38,029.00		\$ 694,592.00	60.67	NM
30	Caribou/Targhee National Forest	5	Montpelier Ranger District	Willow Flat Trail	\$ 31,000.00	33%	\$ 10,200.00	67%	\$ 20,800.00		\$ 715,392.00	60.56	NM
7	Panhandle National Forest	1	Orville Heath Trail	Trail Rehabilitation	\$ 95,270.00	63%	\$ 59,970.00	37%	\$ 35,300.00		\$ 750,692.00	60.50	NM
17	Ada County	3	Barber Park	Trail Extension	\$ 70,000.00	50%	\$ 35,000.00	50%	\$ 35,000.00		\$ 785,692.00	60.22	NM
42	Caribou/Targhee-Palisades	6	Thunder Mountain Trail	Construction/Reconstruction	\$ 15,000.00	33%	\$ 5,000.00	67%	\$ 10,000.00		\$ 795,692.00	60.00	NM
52	Salmon/Challis-North Fork RD	6	Big Horn Craggs Trail	Trail Improvements	\$ 89,471.34	55%	\$ 48,779.34	45%	\$ 40,692.00		\$ 836,384.00	58.78	NM
44	City of Victor	6	Pioneer Park	Trail Expansion	\$ 71,301.00	29%	\$ 20,706.00	71%	\$ 50,595.00		\$ 886,979.00	56.13	NM
39	Caribou/Targhee-Palisades	6	Sheep Creek Trail	Trail Maintenance	\$ 20,150.00	26%	\$ 5,150.00	74%	\$ 15,000.00		\$ 901,979.00	55.33	NM
4	IDPR - Farragut	1	Farragut Trail System	Trail Development	\$ 62,500.00	20%	\$ 12,500.00	80%	\$ 50,000.00		\$ 951,979.00	55.22	NM
23	Garden Valley Rec District	3	Garden Valley	Crouch/GV Trail	\$ 47,080.00	50%	\$ 23,540.00	50%	\$ 23,540.00		\$ 975,519.00	54.89	NM
34	Bingham County	6	Rose Park Greenbelt	Trail Development	\$ 80,168.00	21%	\$ 17,100.00	79%	\$ 63,068.00		\$ 1,038,587.00	54.00	NM
12	IDPR - Hells Gate	2	Hells Gate	Trail Development	\$ 62,500.00	20%	\$ 12,500.00	80%	\$ 50,000.00	Original score 52.22 Changed due to error in addition	\$ 1,088,587.00	52.00	NM
5	IDPR - Heyburn	1	Hawleys Landing	Hike/Bike Trail Connector	\$ 184,556.00	50%	\$ 92,278.00	50%	\$ 92,278.00		\$ 1,180,865.00	50.44	NM
28	City of Twin Falls	4	Twin Falls/CSI	Connecting Trail	\$ 177,200.00	30%	\$53,160.00	70%	\$ 124,040.00		\$ 1,304,905.00	49.89	NM
8	Panhandle National Forest	1	Trail of the Coeur d'Alenes	Interp Signs	\$ 73,360.00	80%	\$ 58,360.00	20%	\$ 15,000.00		\$ 1,319,905.00	49.78	NM
1	City of Kellogg	1	Kellogg	Restroom	\$ 104,000.00	26%	\$ 27,000.00	74%	\$ 77,000.00		\$ 1,396,905.00	33.44	NM
10	Worley Ambulance	1	Kootenai /Benewah	ATV & Emergency Equipment	\$ 64,342.39	49%	\$ 31,783.30	51%	\$ 32,559.09		\$ 1,429,464.09	31.22	NM
			34 Applications	Totals	\$ 2,499,021.07		\$1,069,556.98		\$ 1,429,464.09				
					\$ 3,783,307.88		\$ 1,593,279.21		\$ 2,190,028.67				

**Advisory Committee Comments
Recreational Trails Program Fund
March 16-17, 2004**

Project #1 – City of Kellogg, restroom

Equestrian: Concerned with vandalism. Should re-submit due to the major change submitted after the deadline.

Snowmobile: I feel project is ineligible.

Project #3 – Friends of the Trails of the CdA's, trail development, restroom, signs, picnic tables

Motorbike: Make certain the vault toilet is easily accessible by wheelchairs.

Disabilities: On outside pad there should be NO lip to access restrooms. Also there is a need for complete 10-foot radius at least to be able for a wheelchair to get into the bathroom and be able to turn around and be by the side of the toilet.

Project #4 – IDPR Farragut, trail design & development

Disabilities: Accessible in most areas with a large variety of activities. A great project!

Project #7 – Idaho Panhandle National Forest, trail rehabilitation

Hiking: \$15,500 materials, purchases don't count.

ATV: Missing volunteers from groups supporting program.

Project #9 – Priest Lake Search & Rescue, training/certification

ATV: Funding available through other more appropriate grant sources.

4-Wheel: Not sure this is what our funding is for.

Project #16– Nez Perce National Forest, snowmobile

Motorbike: Too expensive.

Equestrian: No bid on snowmobile.

ATV: Too expensive and no bids provided.

4-Wheel: A lot of money for a snowmobile!

Project #17 – Ada County Parks & Waterways, greenbelt extension/connection

Hiking: Enforcement issue – “arrest the drunks.”

ATV: Some itemization is necessary.

Project #19 – Boise National Forest, restroom, well, hand pump

ATV: Days maintenance costs are too high.

4-Wheel: Trial basis is a flag.

Project #33 – Bannock County, groomer storage building

Hiking: Protect major groomer investment.

Project #50 – North Fork Ranger District, trail maintenance/signs

Motorbike: Need to sign this. People are getting lost!

Project #53 – SNRA Stanley Ranger District, trail rehabilitation/heavy trail maintenance

ATV: To get approved, I suggest making this 2 projects.

4-Wheel: Should be 2 different grant requests. Good project.

Equestrian: Project needs to breakout into 2 separate projects.

Project #55 – Targhee National Forest, trail rehabilitation, reroute, signs

Equestrian: Shouldn't be using an ATV! This is a single-track trail.

Project #56– IDPR Outdoor Rec Program, seed money

Motorbike: This is necessary. Sleds contribute much to RTP fund!

Project #57 – IDPR Outdoor Rec Program, 2 OSV & 2 groomers

ATV: I really support the snowmobile “movement” but feel this is taking too much funding from trails. I feel this would be better funded elsewhere or ask for less.

☐ IDAPA RULE ☐ IDAPA FEE ☒ BOARD ACTION REQUIRED
☒ BOARD POLICY ☐ INFO ONLY, NO ACTION REQUIRED

AGENDA
Idaho Department of Park and Recreation Board Meeting
Three Island Crossing State Park
Glenns Ferry, ID
April 27, 28 2004

AGENDA ITEM: FY 05 Waterways Improvement Fund (WIF) Grants

ACTION REQUIRED: Board Action Required

INTERIM DIVISION
ADMINISTRATOR: Jane Wright

PRESENTER: Brian Miller

PRESENTATION

BACKGROUND INFORMATION: The State and Federal Aid Program currently has \$1,232,925 available in the Waterways Improvement Fund for FY 2005 grants. Past problems with over-allocation in the WIF have been corrected, so the full amount will be awarded to projects. Staff has held back \$50,000 to fund contingencies or emergencies or to make up for revenue shortfalls. This amount is reflected on the top line of the attached list of project rankings and will be considered in the total amount awarded to projects.

At their recent meeting in Boise, the WIF Advisory Committee reviewed 52 grant applications according to IDPR rules using Department criteria. The requests totaled \$2,028,888.

According to IDPR rule, the total sum of WIF grant funds approved to be used in any one county may not exceed 30% of the total WIF grant funds approved to be used statewide in any state fiscal year. No county approaches the 30% cap this fiscal year, which is \$369,877.

ACTION ITEM

STAFF RECOMMENDATIONS: The WIF Advisory Committee recommends the Board approve WIF grant funding for the following projects as described on the attached ranking sheet. The total amount of the projects, as well as the \$50,000 emergency fund is \$1,232,925. Staff further recommends that the Board establish the 30% cap used by any one county as \$369,877.

Staff also recommends that the Board approve the priority-ranking list, which will be used to fund projects in the ranked order should any of the applicants of the higher rated project(s) withdraw their applications or if additional monies become available. Staff recommends the Board establish a minimum point level for project approval without further Board action.

FY 2005 Waterways Improvement Fund Applications

4/14/2004

Prog	Applicant Name	Region	Location	Project	Total Project Cost	Match %	Match \$	Grant %	Grant \$ Request	Ongoing Grant \$ Total	Notes	Rating
	EMERGENCY FUNDS									\$ 50,000.00		
32	City of Donnelly	3	Donnelly Boat Dock Launch	Restrooms	\$ 37,600.00	32%	\$ 12,100.00	68%	\$ 25,500.00	\$ 75,500.00		85.16
34	Valley County	3	Payette Lake	Milfoil Treatment	\$ 36,000.00	72%	\$ 26,000.00	28%	\$ 10,000.00	\$ 85,500.00		84.16
1	Bonner County	1	Albeni Cove	Eurasion Milfoil	\$ 14,500.00	17%	\$ 2,500.00	83%	\$ 12,000.00	\$ 97,500.00	Original score 81.33 Changed due to error in addition	82.83
27	Ada County	3	Countywide	Workboat	\$ 90,000.00	50%	\$ 45,000.00	50%	\$ 45,000.00	\$ 142,500.00		82.00
25	Ada County	3	Barber Park	Boat Storage/Maintenance Building	\$ 260,000.00	65%	\$ 170,000.00	35%	\$ 90,000.00	\$ 232,500.00		81.50
3	Bonner County	1	Countywide	Engine Replacement	\$ 53,547.00	50%	\$ 26,774.00	50%	\$ 26,773.00	\$ 259,273.00		80.00
46	Bonneville County	6	Palisades Reservoir	Destination Dock	\$ 12,471.00	30%	\$ 3,711.00	70%	\$ 8,760.00	\$ 268,033.00		79.80
47	Bonneville County	6	Ririe Reservoir	Destination Dock	\$ 12,471.00	50%	\$ 6,211.00	50%	\$ 6,260.00	\$ 274,293.00		79.60
23	Fish & Game	2	Billy Creek	Toilet	\$ 23,500.00	21%	\$ 5,000.00	79%	\$ 18,500.00	\$ 292,793.00		79.00
28	Ada County	3	Lucky Peak Reservoir	Docks	\$ 62,000.00	40%	\$ 25,000.00	60%	\$ 37,000.00	\$ 329,793.00		78.33
8	Fish & Game	1	Johnson Creek	Boat Access Improvements	\$ 74,000.00	40%	\$ 29,000.00	60%	\$ 45,000.00	\$ 374,793.00		77.66
48	Bonneville County	6	West River Access	Destination Dock	\$ 12,471.00	30%	\$ 3,711.00	70%	\$ 8,760.00	\$ 383,553.00		77.00
35	City of Burley	4	Burley	Acquisition	\$ 200,000.00	58%	\$ 116,000.00	42%	\$ 84,000.00	\$ 467,553.00		76.40
49	Caribou Targhee/Palisades RD	6	Calmity Boat Ramp	Ramp Repair	\$ 22,000.00	14%	\$ 3,000.00	86%	\$ 19,000.00	\$ 486,553.00		75.83
43	Twin Falls County	4	Murtaugh Lake	Dock Replacement	\$ 36,000.00	25%	\$ 9,000.00	75%	\$ 27,000.00	\$ 513,553.00		75.83
2	Bonner County	1	Coolin	Pier/Docks	\$ 59,000.00	25%	\$ 15,500.00	75%	\$ 43,500.00	\$ 557,053.00		75.50
22	Clearwater County	2	Countywide	Refurbish Boat	\$ 3,101.00	21%	\$ 650.00	79%	\$ 2,451.00	\$ 559,504.00		75.50
44	Bingham County	5	Countywide	Tow Vehicle	\$ 35,778.00	50%	\$ 17,889.00	50%	\$ 17,889.00	\$ 577,393.00		75.16
51	Caribou Targhee/Palisades RD	6	Palisades Reservoir	Floating Toilet	\$ 27,000.00	15%	\$ 4,000.00	85%	\$ 23,000.00	\$ 600,393.00	*Match originally entered wrong/\$14,000 to \$4,000	74.83

FY 2005 Waterways Improvement Fund Applications

4/14/2004

Prog	Applicant Name	Region	Location	Project	Total Project Cost	Match %	Match \$	Grant %	Grant \$ Request	Ongoing Grant \$ Total	Notes	Rating
6	City of Coeur d'Alene	1	3rd Street Launch Ramp	Dock Replacement	\$ 72,000.00	30%	\$ 22,000.00	70%	\$ 50,000.00	\$ 650,393.00		74.83
33	IDPR - Lake Cascade	3	Lake Cascade	Marina Development	\$ 500,000.00	50%	\$ 250,000.00	50%	\$ 250,000.00	\$ 900,393.00		74.83
4	Bonner County	1	Countywide	Marine Maintenance Building	\$ 55,400.00	28%	\$ 15,400.00	72%	\$ 40,000.00	\$ 940,393.00		74.50
31	Canyon County	3	Countywide	Patrol Boat	\$ 38,713.00	0%		100%	\$ 38,713.00	\$ 979,106.00		74.16
40	City of Burley	4	Riverfront Park	Docks	\$ 15,090.00	25%	\$ 3,808.00	75%	\$ 11,282.00	\$ 990,388.00		74.00
7	City of Oldtown	1	Rotary Park	Docks/Restroom	\$ 50,960.00	24%	\$ 12,130.00	76%	\$ 38,830.00	\$ 1,029,218.00		73.50
37	City of Burley	4	Kunau Park	Parking Lot Expansion	\$ 12,713.00	43%	\$ 5,443.00	57%	\$ 7,270.00	\$ 1,036,488.00		73.00
36	City of Burley	4	Kunau Park	Restrooms	\$ 74,900.00	35%	\$ 25,900.00	65%	\$ 49,000.00	\$ 1,085,488.00		71.20
18	Kootenai County	1	Mowry State Park	Docks & Gangway	\$ 8,552.00	10%	\$ 872.00	90%	\$ 7,680.00	\$ 1,093,168.00		70.66
15	Kootenai County	1	Hauser Lake	Launch Improvement	\$ 90,442.80	3%	\$ 3,000.00	97%	\$ 87,442.80	\$ 1,180,610.80		69.33
50	Caribou Targhee/Palisades RD	6	Fullmer Boat Launch	Redevelopment	\$ 250,000.00	72%	\$ 180,000.00	28%	\$ 70,000.00	\$ 1,250,610.80		68.00
					* Fullmer Boat Launch project reduced to \$52,314.20 from \$70,000.00 due to availability of funds.						\$ 52,314.20	
									TOTAL FUNDED		\$ 1,232,925.00	
16	Kootenai County	1	Hauser Lake	Docks & Gangway	\$ 26,160.00	27%	\$ 6,960.00	73%	\$ 19,200.00	\$ 1,269,810.80		67.16
39	City of Burley	4	North Freedom Park	Restrooms	\$ 74,900.00	35%	\$ 25,900.00	65%	\$ 49,000.00	\$ 1,318,810.80	Original score 67.40 Changed due to error in addition	67.00
52	Caribou Targhee/Palisades RD	6	Spring Creek Boat Ramp	Parking Lot Repaving	\$ 22,000.00	64%	\$ 14,000.00	36%	\$ 8,000.00	\$ 1,326,810.80		65.83
13	Kootenai County	1	Harrison	Wave Attenuator	\$ 102,174.40	4%	\$ 3,880.00	96%	\$ 98,294.40	\$ 1,425,105.20		65.33
30	BLM - Boise	3	Cove Rec Site	Boat Docks	\$ 48,000.00	0%		100%	\$ 48,000.00	\$ 1,473,105.20		64.83

FY 2005 Waterways Improvement Fund Applications

4/14/2004

Prog	Applicant Name	Region	Location	Project	Total Project Cost	Match %	Match \$	Grant %	Grant \$ Request	Ongoing Grant \$ Total	Notes	Rating
14	Kootenai County	1	Harrison Dock	Improvements	\$ 85,740.00	0%		100%	\$ 85,740.00	\$ 1,558,845.20		61.83
12	Kootenai County	1	Countywide	Mooring Buoys	\$ 13,620.00	18%	\$ 2,500.00	82%	\$ 11,120.00	\$ 1,569,965.20		61.66
5	Bonner County	1	Garfield	Jetty Replacement	\$ 111,012.00	22%	\$ 24,000.00	78%	\$ 87,012.00	\$ 1,656,977.20		61.00
38	City of Burley	4	North Freedom Park	Parking Lot Expansion	\$ 56,300.00	33%	\$ 18,600.00	67%	\$ 37,700.00	\$ 1,694,677.20	*Grant request originally entered wrong/\$39,700 to \$37,700	60.20
9	IDPR - Priest Lake	1	Indian Creek	Boat Docks	\$ 29,150.00	4%	\$ 1,100.00	96%	\$ 28,050.00	\$ 1,722,727.20		59.66
10	Kootenai County	1	Bell Bay	Piers	\$ 12,000.00	10%	\$ 1,200.00	90%	\$ 10,800.00	\$ 1,733,527.20		57.66
17	Kootenai County	1	Loff's Bay	Docks & Gangway	\$ 18,080.00	19%	\$ 3,380.00	81%	\$ 14,700.00	\$ 1,748,227.20		57.33
11	Kootenai County	1	Carlin Bay	Docks & Gangway	\$ 52,075.00	5%	\$ 2,840.00	95%	\$ 49,235.00	\$ 1,797,462.20		54.83
41	Minidoka County	4	Countywide	Patrol Boat	\$ 24,990.00	0%		100%	\$ 24,990.00	\$ 1,822,452.20		54.50
24	IDPR - Dworshak	2	Dworshak	Marina Improvements	\$ 400,000.00	62%	\$ 250,000.00	38%	\$ 150,000.00	\$ 1,972,452.20		54.16
26	Ada County	3	Countywide	Feasibility Study	\$ 12,000.00	67%	\$ 8,000.00	33%	\$ 4,000.00	\$ 1,976,452.20		30.00
42	Minidoka County	4	Countywide	Aquatic Plant Harvester	\$ 64,600.00	0%		100%	\$ 64,600.00	\$ 2,041,052.20	Original score 28.16 Changed due to error in addition	27.67
29	Ada County	3	Lucky Peak Reservoir	Design for Abutments	\$ 28,000.00	61%	\$ 17,000.00	39%	\$ 11,000.00	\$ 2,052,052.20		26.33
20	Twin Lakes Flood Control Dist #17	1	Kootenai County	Twin Lakes Dam Lighting	\$ 3,900.00	0%		100%	\$ 3,900.00	\$ 2,055,952.20		22.83
21	Twin Lakes Flood Control Dist #17	1	Kootenai County	Signs/Warning Device	\$ 4,100.00	0%		100%	\$ 4,100.00	\$ 2,060,052.20		17.66
45	Bonneville County	6	Countywide	Workboat	\$ 34,000.00	50%	\$ 17,000.00	50%	\$ 17,000.00	\$ 2,077,052.20	WITHDRAWN	
49	Priest Lake Search & Rescue	4	Bonner County	Projector & Visual Presenter	\$ 3,671.06	50%	\$ 1,835.53	50%	\$ 1,835.53	\$ 2,078,887.73	WITHDRAWN	

FY 2005 Waterways Improvement Fund Applications

4/14/2004

Prog	Applicant Name	Region	Location	Project	Total Project Cost	Match %	Match \$	Grant %	Grant \$ Request	Ongoing Grant \$ Total	Notes	Rating
					\$ 3,466,682.26		\$ 1,437,794.53		\$ 2,028,887.73			

☐ IDAPA RULE ☐ IDAPA FEE ☒ BOARD ACTION REQUIRED
☒ BOARD POLICY ☐ INFO ONLY, NO ACTION REQUIRED

AGENDA
Idaho Department of Parks and Recreation Board Meeting
Three Island Crossing State Park
Glenns Ferry, ID
April 27, 28 2004

AGENDA ITEM: FY 05 Land and Water Conservation Fund (LWCF)
Grants

ACTION REQUIRED: Board Action Required

INTERIM DIVISION
ADMINISTRATOR: Jane Wright

PRESENTER: Brian Miller

PRESENTATION

BACKGROUND INFORMATION: At the time this information was prepared, the Department had not received its allocation of LWCF monies for Federal Fiscal Year 2004 from the National Park Service. It is anticipated to be \$944,579.

According to Board policy, 50% of this amount is available to local governments, after administrative costs are deducted. Thus, the amount available for local governments is \$401,446. Eighty percent of this total (\$321,157) will be made available to communities with a population greater than 5,000. The remaining 20% (\$80,289) will be made available to communities with a population of less than 5,000. If all of the funding made available to small communities is not used, it will be returned to the large community category to be allocated.

IDAPA rules for the LWCF further state that projects submitted from communities with a population fewer than 5,000 that apply for more than 50% of the total available to small communities must compete for funds with communities over 5,000 in population.

The LWCF Committee recently met in Boise and rated 19 project proposals. A copy of this rating and ranking sheet is included in this information.

FY 2005 Land and Water Conservation Fund Applications

4/14/2004

App #	Applicant Name	Region	Location	Project	Total Project Cost	Match %	Match \$	Grant %	Grant \$ Request	Grant \$ Recommended	Ongoing Grant \$ Total	Rating
Communities Over 5,000*												
1	City of Hayden	1	Hayden	Croffoot Park	\$ 474,331.00	50%	\$ 284,331.00	50%	\$ 190,000.00		\$ 190,000.00	180.14
6	City of Lewiston	2	Lewiston	Acquisition	\$ 470,000.00	52%	\$ 240,000.00	48%	\$ 230,000.00		\$ 420,000.00	179.85
					City of Lewiston reduced to \$178,946.00 from \$240,000.00 due to availability of funds.				\$ 178,946.00			
								TOTAL FUNDED	\$ 368,946.00			
4	Coeur d'Alene Park Department	1	Northwood Park	Park Development	\$ 164,700.00	50%	\$ 82,350.00	50%	\$ 82,350.00		\$ 502,350.00	173.5
5	City of Craigmont	2	Craigmont City Park	Redevelopment	\$ 112,540.00	50%	\$ 56,270.00	50%	\$ 56,270.00		\$ 558,620.00	173.28
18	City of Salmon	6	Salmon	Park Development	\$ 222,770.00	51%	\$ 112,770.00	49%	\$ 110,000.00		\$ 668,620.00	162.14
13	City of Buhl	4	Buhl	Skate Park	\$ 140,000.00	62%	\$ 86,880.00	38%	\$ 53,120.00		\$ 721,740.00	157.42
3	City of Sandpoint	1	Sandpoint	Traver Skate Park	\$ 125,000.00	50%	\$ 62,500.00	50%	\$ 62,500.00		\$ 62,500.00	156.83
11	City of Nampa	3	Nampa	Gossett Park	\$ 1,251,594.00	50%	\$ 851,594.00	50%	\$ 400,000.00		\$ 462,500.00	155.57
14	City of Hailey	4	Woodside Central Park	Park Development	\$ 200,000.00	50%	\$ 100,000.00	50%	\$ 100,000.00		\$ 562,500.00	154.66
9	City of Eagle	3	Hill Road Park	Development	\$ 578,118.00	57%	\$ 328,118.00	43%	\$ 250,000.00		\$ 812,500.00	154.42
12	Payette County Rec District	3	Fruitland	PCRD Improvement Plan	\$ 84,500.00	50%	\$ 42,250.00	50%	\$ 42,250.00		\$ 42,250.00	152.83
7	Ada County	3	Barber Park	Playground/Restroom	\$ 200,000.00	63%	\$ 125,000.00	37%	\$ 75,000.00		\$ 117,250.00	151.33
17	City of Idaho Falls	6	Tautphaus Park Zoo	Asian Adventure Exhibit	\$ 145,000.00	71%	\$ 72,500.00	29%	\$ 72,500.00		\$ 189,750.00	148.71
15	City of Grace	5	Grace	Grace City Park Upgrade	\$ 96,000.00	50%	\$ 48,000.00	50%	\$ 48,000.00		\$ 48,000.00	148.57
10	City of Meridian	3	Meridian	Settler's Park	\$ 90,000.00	50%	\$ 45,000.00	50%	\$ 45,000.00		\$ 93,000.00	145.71
8	City of Boise	3	Boise	Veteran's Parking	\$ 78,313.00	50%	\$ 39,156.50	50%	\$ 39,156.50		\$ 132,156.50	143
16	Bingham County	6	N. Bingham County	N. Bingham Recreation Area	\$ 228,100.00	50%	\$ 115,100.00	50%	\$ 113,000.00		\$ 245,156.50	136
					\$ 4,660,966.00		\$ 2,691,819.50		\$ 1,969,146.50			
*Also includes communities under 5,000 that request more than 50% of the funds available to communities under 5,000 as per IDAPA 26.01.33.080.02(b)												

FY 2005 Land and Water Conservation Fund Applications

4/14/2004

App #	Applicant Name	Region	Location	Project	Total Project Cost	Match %	Match \$	Grant %	Grant \$ Request	Grant \$ Recommended	Ongoing Grant \$ Total	Rating
Communities Under 5,000*												
2	City of Hayden Lake	1	Hayden Lake	McCall Park	\$ 65,000.00	50%	\$ 32,500.00	50%	\$ 32,500.00		\$ 222,500.00	141.14
								TOTAL FUNDED		\$ 32,500.00		
Project Pulled by Sponsor												
19	Garden Valley Rec District	3	Garden Valley	Community Park	\$ 134,500.00	50%	\$ 67,250.00	50%	\$ 67,250.00	withdrawn		
20	City of Twin Falls	4	Twin Falls	CSI Trail	\$ 197,200.00	50%	\$ 98,600.00	50%	\$ 98,600.00	withdrawn		

<input type="checkbox"/> IDAPA RULE	<input type="checkbox"/> IDAPA FEE
<input type="checkbox"/> BOARD POLICY	<input checked="" type="checkbox"/> BOARD ACTION REQUIRED

**Idaho Department of Parks and Recreation Board Meeting
Three Island State Park
Glenns Ferry, ID
April 27-28, 2004**

AGENDA ITEM: Marine Enforcement / Statewide Boat Safety Education
Funding Allocation for FY 2004

ACTION REQUIRED: **BOARD ACTION REQUIRED**

**INTERIM DIVISION
ADMINISTRATOR:** Chuck Wells

PRESENTER: Chuck Wells

PRESENTATION

BACKGROUND INFORMATION: The Department is eligible for an allocation of \$744,360 from the United States Coast Guard (USCG) for Federal Fiscal Year 2004. This reflects a 5.6% increase from the 2003 allocation to the state and will increase IDPR's ability to fund boating safety efforts statewide. The US Dept of Homeland Security/USCG authorized the following allocations:

\$104,390 (14%)	for program administration and indirect costs
\$372,050 (50%)	to eligible counties for Marine Enforcement in Trustee and Benefits (T&B). Distribution of T&B funds to counties is evaluated annually and is based on projected fund availability.
\$68,923 (10%)	be allocated for Marine Enforcement Training Programs and enforcement supplies.
\$198,997 (26%)	be allocated to management of the IDPR Statewide Boating Safety Education Program.

The state appropriation is categorized as follows:

Boat Safety State Appropriation for Federal Fiscal Year 2004					
State Appropriated Category		Administration	Education	Law Enforcement	Total
Personnel	4000	52,950	125,500	0	178,450
Operating	5000	40,440	73,497	68,923	182,860
Capital Outlay	6000	11,000	0	0	11,000
Trustee & Benefits	7000	0	0	372,050	372,050
Total		104,390	198,997	440,973	744,360

ACTION ITEM

STAFF RECOMMENDATION:

Staff recommends that the Board approve the proposed allocations of the \$744,360.00 as proposed by the United States Coast Guard for the Federal Fiscal Year 2004. Any Trustee and Benefit funds not allocated as a result of eligibility disqualification for failing to submit an acceptable plan or by not signing a Memorandum of Understanding (MOU) will be carried over (under USCG guidelines) and considered for reallocation in the following fiscal year.

☐ IDAPA RULE ☐ IDAPA FEE ☒ BOARD ACTION REQUIRED
☐ BOARD POLICY ☐ INFO ONLY, NO ACTION REQUIRED

AGENDA

Idaho Department Parks and Recreation Board Meeting

Three Island State Park, Glenns Ferry, ID

April 27-28, 2004

AGENDA ITEM: Jack O'Connor Hunting Heritage and Education Center
Concession Agreement

ACTION REQUIRED: **BOARD ACTION REQUIRED**

**INTERIM DIVISION
ADMINISTRATOR:** David White

PRESENTER: David White

PRESENTATION

BACKGROUND INFORMATION: At the last Board Meeting, the Board directed staff to move forward in developing a cooperative agreement with the Jack O'Connor Foundation to utilize Hells Gates' old Visitor Center as the Jack O'Connor Hunting Heritage and Education Center. To facilitate this, staff decided that we should utilize a concession lease as the cooperative agreement. The concession lease has been developed and provided for board review.

Per Board Policy, concession leases of this type require the department to advertise for Requests for Proposals (RFPs). It also requires the concessionaire to compensate the department a percentage of the gross receipts and to deposit a portion of the gross receipts into a "repair and maintenance fund" for the building. Due to the uniqueness of this opportunity and the previous agreed upon concept, staff would like to waive the RFP process. Staff also recommends that the concessionaire retain all "rental and resale" revenue so long as it is used to offset operation costs. The concession agreement requires a rental fee of \$3,000 in lieu of a percentage of gross revenue. Staff recommends that it be waived if the concessionaire does not charge an entrance fee. However, the concessionaire will be required to spend \$3,000 plus secure an additional \$3,000 in matching funds on marketing and promoting the concession area or park. The department agreed to be responsible for maintenance of the building's structural elements with the concessionaire responsible for interior elements. Consequently, staff recommends waiving the "Repair and Maintenance Fund" requirements.

ACTION ITEM

STAFF RECOMMENDATIONS: Board approval to waive the RFP process, percentage of gross receipts, and repair and maintenance fund requirements, and approval of the Jack O'Connor Hunting Heritage and Education Center Concession Agreement as written.